

**BOROUGH OF WEST WILDWOOD
COUNTY OF CAPE MAY, NEW JERSEY**

ORDINANCE NO. 650 (2026)

**TO REPEAL AND REPLACE CHAPTER 520 -25 TO 520-30
ENTITLED “HANDICAPPED PARKING ZONE” IN THE BOROUGH OF WEST
WILDWOOD, CAPE MAY COUNTY, NEW JERSEY
PARKS, BEACHES AND RECREATION AREAS”
OF THE CODE OF THE BOROUGH OF WEST WILDWOOD**

WHEREAS, the Board of Commissioners of the Borough of West Wildwood has decided it is necessary and appropriate to revise the Chapter 520-25 to 520-30 entitled “Handicapped Parking Zone.”

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Commissioners of the Borough of West Wildwood that Chapter 520-25 thru 520-30, Handicapped Parking Zone, is repealed in its entirety.

NOW, BE IT FURTHER ORDAINED, that the following Sections are hereby adopted: follows:

§ 520.25. PURPOSE.

The purpose of this policy is to establish criteria and procedures for the issuance of residential handicap parking spots to residents of West Wildwood in order to provide accessibility for individuals with disabilities.

Policy:

The West Wildwood Handicap Parking policy is to provide accessible parking spaces, for persons with disabilities, in front of their residence in accordance with N.J.S.A. 39:4-197.5. This policy aims to ensure that individuals with disabilities have equitable access to parking facilities, while also recognizing the need to maintain regular parking availability during the peak summer season. By balancing these considerations, we strive to enhance accessibility for those who require it, while supporting the overall parking needs of the community.

§ 520.26. DEFINITIONS.

As used in this article, the following terms shall have the meanings indicated:

Handicap Parking Spot:

A designated parking space reserved for vehicles displaying valid handicap parking permits issued by the state.

Applicant:

A resident of West Wildwood who submits an application for a personal handicap parking spot.

§ 520.27. HANDICAPPED PARKING SPACES AND ZONES**Application Process:**

- A. Submission: Residents must complete the Personal Handicap Parking Spot Application form and submit it to the North Wildwood Police Department.
- B. Required Documentation:
 - a. Proof of residency (e.g., utility bill, lease agreement).
 - i. If residence is a rental property, must also provide a written letter from the landlord, with the landlord's contact information.
 - b. Proof of handicap registration or placard.
 - c. Valid Registration showing proof of ownership.
 - d. Valid Insurance.
- C. The North Wildwood Police Chief will review the application and documentation to determine eligibility based on the established criteria.

Criteria for Denial:

An application may be denied for any of the following reasons:

- a. Insufficient Documentation: Failure to provide required medical or residency documentation.
- b. Lack of Residency: Applicant is not a resident (full-time or seasonal) of West Wildwood.
- c. Non-Compliance with State Regulations: Application does not meet New Jersey state requirements for handicapped parking permits.
- d. Availability of Nearby Accessible Parking: Adequate accessible parking options exist within a reasonable distance from the applicant's residence.
 - i. A driveway exists on the property.
 - ii. Handicap parking space is already in the same area that the applicant is requesting a space.
- e. Inappropriate Location: Proposed location does not comply with local zoning or traffic regulations.
 - i. The requested location must fit within the scope of the property lines. A residential handicap parking spot will not be placed in front of someone else's property.
- f. Duplicate Requests: Another resident at the same address has already been granted a residential handicap parking spot.
- g. Previous Violations: The applicant has a history of misuse of handicap parking privileges.
- h. Not a Permanent Need: The need for a residential handicap spot is deemed temporary or the resident has a temporary handicap placard.
- i. Insufficient Space: The proposed area does not allow for safe and proper installation of a handicapped parking space.

- j. Obstruction of Traffic: The requested spot would obstruct traffic flow or create safety hazards.

Responsibilities:

- a. The North Wildwood Police Chief's Administrative Assistant will keep all files associated with handicapped parking space applications.
- b. Once the Chief's Administrative Assistant receives the application for a residential handicap parking space, a file will be started and a google image of the property will be added to the file.
- c. The file will be given to the Chief of Police to review and do a physical check of the property, to determine if any disqualifications apply.
- d. Once the determination is made by the Chief to approve or deny, the Chief's Administrative Assistant will send a letter to the applicant, notifying them of the outcome of their application.
- e. If approved, the Chief's Administrative Assistant will forward the application to the West Wildwood Department of Public Works to have the handicap parking space installed with appropriate signage.
- f. If denied, the applicant can appeal the decision.
 - i. The applicant may submit a written appeal to the West Wildwood Borough Administrator within 30 days of the denial.
- k. The Borough Administrator will be provided with all paperwork in the file and will review the appeal and make a final decision.

§ 520-28. OBSTRUCTION, INTERFERENCE AND UNAUTHORIZED USE OF HANDICAP PARKING SPACES

The North Wildwood Police Department will periodically review the issued residential handicapped parking spaces to ensure compliance with usage regulations.

- A. During the Spring Season of each year, the Chief's Administrative Assistant will contact each approved applicant to verify that they still reside at the residence and still require the residential handicap parking space.
 - a. If the residential handicap parking space is no longer needed, the Chief's Administrative Assistance will contact the West Wildwood Department of Public Works to have the handicap parking space removed.

§ 520-29. ENFORCEMENT.

Circumstances in which the residential handicapped parking spot would be removed by the Borough.

- A. Resident notifies the North Wildwood Police Department that they no longer require the parking spot.
- B. The resident is no longer living.
 - a. In the event there is another resident who requires a residential parking spot at that address, that resident will need to provide a new application.
 - b. The resident no longer resides at the property.
 - c. The handicap placard expired and the resident has not provided proof of handicap status renewal.

§ 520-30. VIOLATIONS AND PENALTIES.

- A. Violations of handicap parking regulations may result in revocation of the designated spot and/or fines.
- B. In the event a resident with an existing residential handicap parking spot has a change in their handicap placard number or handicap registration number, it is their responsibility to contact the Chief's Administrative Assistant of the change.
 - a. The Chief's Administrative Assistant will contact the West Wildwood Department of Public Works to make the appropriate changes.

COMMISSIONERS:


MAYOR MATTHEW J. KSIAZEK


COMMISSIONER JANE E. DIMATTIA


COMMISSIONER JOSEPH D. SEGREST

First Reading/Introduction: 2026 06-05
Advertised: 2026 06-08

	Motion	Second	Yes	No	Abstain	Absent
Mayor Matthew J. Ksiazek			X			
Commissioner Jane E. DiMattia		X	X			
Commissioner Joseph D. Segrest	X		X			

I, **Donna L. Frederick, RMC, Municipal Clerk** of the Borough of West Wildwood, Cape May County, do hereby certify the forgoing to be a true and correct copy of an ordinance introduced and passed on the first reading at the June 5, 2026, Regular Meeting and will be considered for final passage after a public hearing to be held on July 2, 2026, at 9:00amm prevailing time.


Donna L. Frederick, RMC
Municipal Clerk

COMMISSIONERS:


MAYOR MATTHEW J. KSIAZEK


COMMISSIONER JANE E. DIMATTIA


COMMISSIONER JOSEPH D. SEGREST

Second Reading/Public Hearing: 2026 07-02

Advertised: 2026 07-06

	Motion	Second	Yes	No	Abstain	Absent
Mayor Matthew J. Ksiazek	X		X			
Commissioner Jane E. DiMattia			X			
Commissioner Joseph D. Segrest		X	X			

I, **Donna L. Frederick, RMC, Municipal Clerk** for the Borough of West Wildwood in the County of Cape May and State of New Jersey, do hereby certify that the foregoing is a correct and true copy of an Ordinance finally adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey after a public hearing held on June 5, 2026, at 7:00pm prevailing time.


Donna L. Frederick, RMC
Municipal Clerk

WEST WILDWOOD

HANDICAPPED PARKING SIGN INSTALLATION APPLICATION

Name of H/C Applicant: _____

Address: _____, West Wildwood, NJ

Phone #: _____ DOB: ____/____/____ Owner/Renter: _____

**(IF RENTING, PLEASE PROVIDE THE PHONE # OF LANDLORD/OWNER IN THE NOTES BELOW.
A COPY OF THE LEASE AND A LETTER OF PERMISSION FROM THE OWNER/LANDLORD
WILL BE REQUIRED WHEN SUBMITTING THIS APPLICATION)**

Email: _____

H/C Placard #: _____ State Issued: _____

Vehicle Registration: _____ State Issued: _____

Does the H/C Applicant have Disabled Veterans Status? Yes _____ No _____

Is the Applicant a Recipient of the Purple Heart? Yes _____ No _____

Would you like the Disabled Veteran/Purple Heart Icon on your Signage: Yes _____ No _____

VEHICLE INFORMATION:

Year: _____ Make: _____ Model: _____

IF THE VEHICLE IS NOT OWNED/OPERATED BY THE DISABLED APPLICANT:

Vehicle Owner's Name: _____

Address: _____

IF THE DISABLED PERSON DOES NOT OWN THE HOME, DO YOU ATTEST THAT THE DISABLED
PERSON LIVES IN THE PREMISES: Yes _____ No _____

**IF YES, PLEASE PROVIDE WITH YOUR APPLICATION A COPY OF THE DRIVERS LICENSE OR UTILITY BILLS
THAT LIST THE H/C PERSON'S NAME AND THE ABOVE ADDRESS)**

Does the Property Have Off-Street Parking: Yes _____ No _____

Special Placement Requests: _____

SIGNATURE: _____ Date: _____