



CITY OF SOUTH BEND

BOARD OF PUBLIC WORKS



January 13, 2026

Ms. Susan Hancock
12981 Day Road
Mishawaka, IN 46545
Aaron112195@yahoo.com

RE: Reserved Handicap Parking Permit – Permit No. 2 Outside of the County-City Building; East Side of Lafayette Blvd, North of Jefferson Blvd.

Dear Ms. Hancock:

At its January 13, 2026 meeting, the Board of Public Works **approved** your request for a Paid Reserved Handicap Parking Permit.

Enclosed is the permit authorizing you to park your vehicle, in the corresponding parking space **on the East Side of Lafayette Blvd, North of Jefferson Blvd.** Please be advised that you must display the reserved handicap parking permit on your dashboard **at all times**, when you are parked in the corresponding reserved handicap parking space. Also, please note that this space is reserved as a handicap parking space **only** between the hours of **7:00 a.m. to 5:00 p.m., Monday through Friday.**

The fee for the Reserved Handicap Parking Permit will be Forty-Five Dollars (\$45.00) per month, due by the first of every month, and made payable to the City of South Bend. A yearly renewal of this application is required.

If you have any further questions, please call this office at (574) 235-9251.

Sincerely,
/s/ Hillary Horvath
Hillary Horvath, Clerk

Where do other employees park? _____

What efforts were made to apply for applicant's parking needs? _____

Supervisor Signature

Date

Typed or Written Name

AGREEMENT

I, _____, hereby attest and affirm that the above information is correct to the best of my knowledge. I also agree to pay the City of South Bend forty-five dollars (\$45.00) per month on the first Monday of each month, during which time I am authorized to utilize the reserved parking area as approved by the Board of Public Works. A yearly renewal of this application is required.



Applicant Signature

Date

Typed or Written Name

CITY OF SOUTH BEND, INDIANA BOARD OF PUBLIC WORKS



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Attest: Hillary R. Horvath, Clerk

Date: January 13, 2026