



# REASONABLE ACCOMMODATIONS

## Information and Guidelines

### General Information

*What is a reasonable accommodation?*

The City's reasonable accommodation procedure provides flexibility in zoning and building regulations to ensure equal access to housing for persons with disabilities. A reasonable accommodation may be granted to waive or modify zoning regulations, building code provisions, or other land use regulations, policies, or procedures. Reasonable accommodations are considered on a case-by-case basis.

*Who may apply for a reasonable accommodation?*

A person with a disability, their representative, or a developer or provider of housing for disabled persons may apply for a reasonable accommodation. For the purposes of the City's reasonable accommodation procedures, a person with a disability is a person who has a physical or mental impairment that limits or substantially limits one or more major life activities, anyone who is regarded as having such impairment, or anyone who has a record of such impairment, as defined in the federal Fair Housing Act and California Fair Employment and Housing Act.

### Application and Approval Process

*Application*

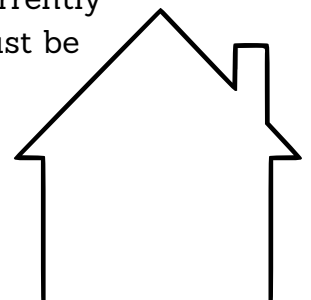
In addition to the standard Entitlement Application, the applicant must complete the Reasonable Accommodation Supplemental Application provided on page 2 of this handout. In most cases, a site plan is required to be submitted to review the request. Please contact the Planning Division for information on other submittal requirements.

*Review*

Most reasonable accommodation requests are reviewed by the Planning Director and decisions are issued within 30 days. When requests are submitted for concurrent review with another discretionary land use application, the City Council is the reviewing authority. In these cases, the decision on the request will be issued concurrently with the other land use application. The Director or Council's decision must be based upon required findings found in Section 4.19.100(I) of the Zoning Ordinance.

*Fee*

There is no fee to request a reasonable accommodation.



# Reasonable Accommodation Supplemental Application

1. Property Address.

2. Applicant Name and Address.

3. Documentation of disability.

Please attach to this form documentation that the applicant is an individual with a disability, applying on behalf of one or more individuals with a disability, or a developer or provider of housing for one or more individuals with disabilities. Documentation may include a letter from a medical doctor or other licensed healthcare professional, a disabled license, or any other appropriate evidence.

4. Identify the specific code section, regulation, policy, or practice from which relief is sought and provide an explanation of why it is preventing, or will prevent, the use and enjoyment of the subject property by one or more individuals with a disability.

5. Identify the specific exception or modification requested and provide an explanation of why it is necessary to provide one or more individuals with a disability equal access to housing.

6. Certification.

I certify that (1) all the above and attached information is true and correct to the best of my knowledge; and (2) the housing which is the subejct of this request for reasonable accommodation will be occupied by an individual(s) with a disability protected under fair housing laws as described in Section 4.19.100 of Appendix I (Zoning) of the Cypress Municipal Code.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Note: Please contact the Planning Division for additional information and assistance completing this application.*