

# PARKING ENFORCEMENT MANAGEMENT ADMINISTRATION



**"The Preferred Choice"**

## **Parking Control Branch Training Manual**

# **PARKING ENFORCEMENT MANAGEMENT**

## **Section 6**

# **Ticket Writing**

# Key Success Measures

**% of parking enforcement requests that receive responses within 48 hours**

**% of daily block coverage for Residential Permit Parking (RPP)**

**% of Residential Permit Parking (RPP) service requests that receive responses within 48 hours**

# Violation Codes (DCMR)

Violation codes are listed by category in the DCMR Violation Table on the following pages

The District of Columbia Municipal Regulation (DCMR) Title 18 is the document that explains the different types of parking violations.

The formal name for the tickets you will be writing is Notice of Infraction (NOI).

Violations are identified by a three-digit code.

It is important to become thoroughly familiar with the regulations you enforce so that you are able to explain the reason for writing a ticket.

# Parking Enforcement Management Administration

## Comprehensive Listing of Parking Control Violations

<u>P-CODE</u>	<u>DCMR Subsection</u>	Handheld Language	Violation Description	Violation Type	Fine	Required Pictures
P001	<a href="#">2405.3 (c)</a>	ABREAST	Abreast (Double parked) , PARK ABREAST OF ANOTHER VEHICLE	PROHIBITED: NO SIGN REQUIRED	\$50.00	2
P002	<a href="#">2405.3 (e)</a>	ALLEY, IN	Alley, in , STAND OR PARK IN ALLEY	PROHIBITED: NO SIGN REQUIRED	\$30.00	1
P003	<a href="#">2411.1</a>	RESIDENTIAL PARKING	Residential Permit Parking Area, beyond two hours	Time Limit Regulations	\$30.00	2
P004	<a href="#">2405.2 (h)</a>	BARRICADE, IN FRONT OF	Barricade, in front of , PARK VEHICLE IN FRONT OF A BARRICADE	PROHIBITED: NO SIGN REQUIRED	\$20.00	1
P005	<a href="#">2405.1 (d)</a>	ELEVATED STRUCTUR ON	Bridge, tunnel, freeway, viaduct or other structures, PARK ON OR UNDER AN ELEVATED STRUCTURE, ELEVATED STRUCTURE ON/UNDER	PROHIBITED: NO SIGN REQUIRED	\$50.00	1
P007	<a href="#">2409.3</a>	OBSTRUCTION BUS STAND or ZONE	Bus stand or bus zone, PARK WITHIN 20 FEET OF A BUS STAND OR ZONE, OBSTRUCTION BUS STAND or ZONE	No Standing and No Parking Regulations	\$100.00	3
P010	<a href="#">2405.1 (b)</a>	CROSSWALK,OBSTRUCTNG	Obstructing crosswalk	PROHIBITED: NO SIGN REQUIRED	\$50.00	2
P011	<a href="#">2400.2.3</a>	CURB, MORE THAN 12 "	Curb, more than 12 inches from	GENERAL REQUIREMENT	\$20.00	2
P012	<a href="#">2400.6.7</a>	DISOBEYING OFFICIAL SIGN	Any Officials Parking prohibiting or restricting a parking space	SIGN REQUIRED	\$30.00	2
P013	<a href="#">2405.2 (a)</a>	ALLEY/DRIVEWAY,< 5 FEET OF	Driveway or alley, within 5 feet of , ALLEY/DRIVEWAY,< 5 FEET OF	PROHIBITED: NO SIGN REQUIRED	\$20.00	2
P014	<a href="#">2407</a>	EMERGENCY NO PARKING	Vehicle parked in area designated as Emergency No Parking	PROHIBITED: EMERGENCY	\$50.00	3
P015 63	<a href="#">2405.3 (f)</a>	ENTRANCE, OBSTRUCTION	OBSTRUCTING ENTRANCE OF PARKING GARAGE, DOOR OR GATE, COAL SHUTE	PROHIBITED: NO SIGN REQUIRED	\$20.00	2

# Parking Enforcement Management Administration

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P-CODE	DCMR Subsection	Handheld Language	Violation Description	Violation Type	Fine	Required Pictures
P016	<a href="#">2405.1 (c)</a>	EXCAVATION/CONSTRUCTION, ALONGSIDE OF	Obstructing excavation or construction site , OPPOSITE OR BESIDE CONSTRUCTION SITE OBSTRUCTING TRAFFIC	PROHIBITED: NO SIGN REQUIRED	\$50.00	3
P017	<a href="#">2418.3</a>	EXCESSIVE IDLING	EXCESSIVE IDLING	MISCELLANEOUS NON-MOVING	\$500.00	N/A
P019	<a href="#">2405.2 (f)</a>	FIRE STATION DRIVEWAY < 20FT	Fire station driveway entrance, within 20 feet of , PARK WITHIN 20 FEET OF A FIREHOUSE ENTRANCE	PROHIBITED: NO SIGN REQUIRED	\$50.00	2
P020	<a href="#">2405.2 (b)</a>	FIRE HYDRANT, < 10 FEET OF	Fire hydrant, within 10 feet of, PARK WITHIN 10 FEET OF A FIRE HYDRANT	PROHIBITED: NO SIGN REQUIRED	\$50.00	2
P022	<a href="#">2409.3</a>	TAXI/CAB STAND, ON	PARK ON TAXICAB STAND TAXI/CAB STAND, ON	SIGN REQUIRED	\$20.00	2
P023	<a href="#">2405.1 (a)</a>	INTERSECTION, OBSTRUCTION	OBSTRUCT AN INTERSECTION	PROHIBITED: NO SIGN REQUIRED	\$50.00	1
P024	<a href="#">2405.2 c</a>	INTERSECTION, < 25 FEET OF	PARK LESS THAN 25 FEET FROM AN INTERSECTION, INTERSECTION, < 25 FEET OF	PROHIBITED: NO SIGN REQUIRED	\$20.00	2
P025	<a href="#">2405.2 c</a>	INTERSECTION ,< 40 FEET OF	PARK LESS THAN 40 FEET FROM AN INTERSECTION	PROHIBITED: NO SIGN REQUIRED	\$20.00	2 or 3
P026	36 CFR 50.33b	PARK ON A LAWN	PARK ON A LAWN	Non-Posted Regulations	\$20.00	2
P028	36 CFR 50.33a(3)	PARK IN UNLIGHTED AREA	PARK IN UNLIGHTED AREA	Non-Posted Regulations	\$20.00	N/A
P029	<a href="#">2400.1,2,3</a>	LEFT WHEEL TO CURB	Parallel parking in opposite direction of traffic flow, PARK WITH LEFT WHEEL TO THE CURB	GENERAL REQUIREMENT	\$20.00	1
P031 64	<a href="#">2402.6</a>	LOADING ZONE	Loading zone, unauthorized vehicle in	LOADING ZONES	\$50.00	2 1/11/2013

# Parking Enforcement Management Administration

## Comprehensive Listing of Parking Control Violations

P-CODE	DCMR Subsection	Handheld Language	Violation Description	Violation Type	Fine	Required Pictures
P032	<a href="#">2404.5</a>	OVERSIZE VEHICLE PARKED IN METER ZONE	Oversized vehicle at meter , OVERSIZED COMMERCIAL VEHICLE PARKED AT A METER	PARKING METER	\$25.00	2
P033	<a href="#">2404.7</a>	METER, DEPOSIT 2ND COIN	DRIVER OR MOTORIST BUYING MORE TIME THAN ALLOW	PARKING METER	\$15.00	2
P034	<a href="#">2404.6</a>	METER, FAIL DEPOSIT COIN	DRIVER OR MOTORIST OCCUPYING A METER SPACE AND NOT PAYING FOR IT	PARKING METER	\$25.00	2
P035	<a href="#">2404.4</a>	NOT PARKED IN METER SPACE	Not parked in meter space	PARKING METER	\$25.00	1
P036	<a href="#">2420.2</a>	OFFICIAL PKG PERMIT SPACE, IN	Vehicle parked in an official parking permit space	PARKING PERMITS	\$25.00	2
P037	<a href="#">2404.3</a>	PARK OVERTIME AT METER	Overtime at meter	PARKING METER	\$25.00	N/A
P038	No Reference for this violation	OVERTIME, >72 HRS PUBLIC ROADWAY	A vehicle parked over 72hrs on public roadway***we do not enforce this violation	Non-Posted Regulations	\$15.00	0
P039	<a href="#">2404.8</a>	EXPIRED METER	Expired meter	PARKING METER	\$25.00	2
P040	<a href="#">2400.1</a>	FAIL TO PARK PARALLEL	Failure to parallel park (except where permitted)	GENERAL REQUIREMENT	\$20.00	1
P042	<a href="#">2405.3 (a)</a>	PUBLIC SPACE	Parked on Public space	PROHIBITED: NO SIGN REQUIRED	\$20.00	1
P043	<a href="#">2405.2 (g)</a>	REDUCE RDWAY WIDTH TO < 10 FT	Reduce width of roadway to less than 10 feet	PROHIBITED: NO SIGN REQUIRED	\$25.00	1
P045 65	<a href="#">2406.5</a>	RESTRICTED SPACE for EMBASSY	Reserved or restricted space or zone at embassy or chancery	SIGN REQUIRED	\$20.00	3

# Parking Enforcement Management Administration

## Comprehensive Listing of Parking Control Violations

P-CODE	DCMR Subsection	Handheld Language	Violation Description	Violation Type	Fine	Required Pictures
P046	<a href="#">2406.2</a>	SCHOOL ZONE	Vehicle Parked in a school zone during school days and posted time	SIGN REQUIRED	\$25.00	3
P047	<a href="#">2405.1(h)</a>	SIDEWALK, ON	Parked on sidewalk , PARK ON SIDEWALK OR AREA RESERVED FOR PEDESTRIANS	PROHIBITED: NO SIGN REQUIRED	\$100.00	1
P048	<a href="#">2409.3</a>	SIGHTSEEING STAND, ON	Parking on sightseeing stand	SIGN REQUIRED	\$20.00	2
P050	<a href="#">2405.2 (d)</a>	STOP SIGN, <25 FT FROM	Within 25 feet of stop sign	PROHIBITED: NO SIGN REQUIRED	\$50.00	3
P053	<a href="#">2405.2 (i)</a>	VEHICLE/3FT/VEHICLE	Vehicle is parked less than three feet from another vehicle on public roadway; ***we do not enforce this violation	PROHIBITED: NO SIGN REQUIRED	\$20.00	N/A
P054	<a href="#">2400.6 &amp; 24-516</a>	VENDOR STAND, ON	VENDOR STAND, ON	SIGN REQUIRED	\$20.00	2
P055	<a href="#">2000.4</a>	NO PARKING ZONE ANYTIME	No Parking Anytime	SIGN REQUIRED	\$30.00	3
P056	<a href="#">2000.4</a>	NO PARKING 7AM-630PM	No Parking, 7 a.m. – 6:30 p.m.	SIGN REQUIRED	\$30.00	3
P057	<a href="#">2000.4</a>	NO PARKING SPECIFIC HOURS	No Parking, specific hours	SIGN REQUIRED	\$20.00	3
P058	No Reference for this violation	NO STANDING COMMERCIAL VEHICLE	NO STANDING COMMERCIAL VEHICLE ***we do not enforce this violation	SIGN REQUIRED	\$500.00	N/A
P059	<a href="#">2405.2 (i)</a>	FIRE LANE, OBSTRUCT	Parked vehicle obstructing fire lane	PROHIBITED: NO SIGN REQUIRED	\$50.00	2
P063 66	<a href="#">2400.4</a>	ADVERTISING USE VEHICLE	PARK FOR PURPOSE OF VEHICLE SALE OR REPAIR	GENERAL REQUIREMENT	\$20.00	2

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P-CODE	DCMR Subsection	Handheld Language	Violation Description	Violation Type	Fine	Required Pictures
P071	<a href="#">2418.1</a>	IGNITION FAIL/LOCK	FAIL TO LOCK & REMOVE KEY FROM IGNITION WH PKD	MISCELLANEOUS NON-MOVING	\$50.00	N/A
P076	<a href="#">429.3</a>	ROSA WARNING	A vehicle with out-of-state tags has been housed within the District for at least 16 days	REGISTRATION REQUIREMENT	\$0.00	N/A
P077	<a href="#">2418.1</a>	MOTOR RUN UNATTENDED	Vehicle left unattended without turning off the engine, locking the ignition, removing the key, and/or effectively setting the brake	MISCELLANEOUS NON-MOVING	\$50.00	N/A
P093	<a href="#">422.6</a>	TAGS OBSTRUCTED	A sign or emblem exceeding more than 24 square inches attached to a license tag bracket that obstructs part of the identification tag	TAGS REQUIREMENT	\$50.00	1
P104	<a href="#">422.1</a>	FAIL DISP 2 DC TAGS	FAIL TO DISPLAY CURRENT DC VEHICLE TAGS ***we do not enforce this violation	TAGS REQUIREMENT	\$100.00	2
P111	<a href="#">604.3,4</a>	INSPECTION REJECTION EXPIRED	Expired rejection (red) sticker	INSPECTION REQUIREMENTS	\$50.00	2
P112	<a href="#">601.1 &amp; 603.2</a>	FAIL TO REPORT FOR INSPECTION	Failure to report for inspection	INSPECTION REQUIREMENTS	\$50.00	2
P113	<a href="#">601.1, 602 &amp; 607</a>	FAIL TO DISPLAY INSPECTION STICKER	Failure to display inspection sticker	INSPECTION REQUIREMENTS	\$50.00	2
P122	<a href="#">2409.4</a>	DRIVER MORE THAN 5 FEET FROM TAXI	Taxicab, bus, sightseeing or other vehicle for hire on stand, driver not within 5 feet of	SIGN REQUIRED	\$20.00	3
P159	<a href="#">2000.4</a>	NO PARKING/STANDING AM RUSH HOURS	Vehicle is parked, idling or at a complete stop in an area designated as No Standing, a.m. Rush Hours (7:00 am - 9:30 am)	SIGN REQUIRED	\$100.00	N/A
P161	<a href="#">2417.1,2</a>	EMERGENCY SNOW ROUTE, ON	Snow emergency route, during prohibited period	SIGN REQUIRED	\$250.00	3
P168 67	<a href="#">422.1</a>	NO TAG FRONT DISPLAY	A DC, MD OR VA REGISTER VEHICLE NOT DISPLAYING A FRONT TAG	TAGS REQUIREMENT	\$50.00	2 1/11/2013

# Parking Enforcement Management Administration

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P-CODE	DCMR Subsection	Handheld Language	Violation Description	Violation Type	Fine	Required Pictures
P169	<a href="#">422.1</a>	NO TAG REAR DISPLAY	A DC, MD OR VA REGISTER VEHICLE NOT DISPLAYING A REAR TAG	TAGS REQUIREMENT	\$50.00	2
P170	<a href="#">422.1</a>	FAIL TO DISPLAY CURRENT TAGS	A vehicle displaying tags or registration which are not current or expired	TAGS REQUIREMENT	\$100.00	1
P172	<a href="#">422, 429.1</a>	FAIL TO SECURE DC TAGS OR RECIPROCITY STICKER	AN OUTSTATE REGISTERED VEHICLE PARKED IN THE DC FOR MORE THAN 30 CALENDAR DAYS	REGISTRATION AND RECIPROCITY	\$100.00	N/A
P173	<a href="#">2423.1.2,3</a>	NO PARKING STREET CLEANING	Vehicle parked in an area designated as a No Parking Street Cleaning	SIGN REQUIRED	\$30.00	2
P193	No Reference for this violation	FAKE TEMPORARY PARKING PLACARD	FAKE TEMPORARY PARKING PLACARD ***we do not enforce this violation	DMV Violations	\$300.00	N/A
P194	No Reference for this violation	FAKE VISITOR PLACARD	FAKE VISITOR PLACARD ***we do not enforce this violation	DMV Violations	\$300.00	N/A
P195	No Reference for this violation	FALSE RPP APPLICATION	FALSE RPP APPLICATION ***we do not enforce this violation	DMV Violations	\$300.00	N/A
P196	No Reference for this violation	FALSE TEMPORARY PARKING APPLICATION	FALSE TEMPORARY PARKING APPLICATION ***we do not enforce this violation	DMV Violations	\$300.00	N/A
P197	No Reference for this violation	FALSE VISITOR APPLICATION	FALSE VISITOR APPLICATION ***we do not enforce this violation	DMV Violations	\$300.00	N/A
P198	<a href="#">2409.8</a>	BUS STOP, <20 FEET OF	Vehicle parked within 20 feet of bus stop	Non-Posted Regulations	\$50.00	3
P199	<a href="#">2406.3</a>	ENTRANCE DESIGNATED	Vehicle parked in a no parking entrance designated for a building	SIGN REQUIRED	\$20.00	2
P213 68	<a href="#">2404.7</a>	METER BALL PARK EVENT, DEPOSIT 2nd COIN	METER BALL PARK EVENT, DEPOSIT 2nd COIN	PARKING METER	\$30.00	2

# Parking Enforcement Management Administration

## Comprehensive Listing of Parking Control Violations

<u>P-CODE</u>	<u>DCMR Subsection</u>	Handheld Language	Violation Description	Violation Type	Fine	Required Pictures
P214	No Reference for this violation	ILLEGAL AT METER BALL PARK EVENT	ILLEGAL AT METER BALL PARK EVENT ***we do not enforce this violation	PARKING METER	\$50.00	2
P216	<a href="#">2404.8(c) 2424.12</a>	FAIL DISPLAY MULTI SPACE METER RECPT, BALL PARK EVENT	VEHICLE NOT DISPLAYING MULTI-SPACE METER RECEIPT DURING BALL PARK EVENT	PARKING METER	\$100.00	2
P217	<a href="#">2404.5 2424.12</a>	OVERSIZED VEHICLE AT METER BALL PARK EVENT	OVERSIZED VEHICLE AT METER , DURING BALL PARK EVENT	PARKING METER	\$50.00	2
P218	<a href="#">2404.3 2424.12</a>	OVERTIME METER AT BALL PARK EVENT	VEHICLE PARKED OVERTIME AT METER DURING BALL PARK EVENT	PARKING METER	\$50.00	2
P239	<a href="#">2704.3</a>	EXPIRED METER HANDICAP	Expired meter handicapped ***we do not enforce this violation	PARKING METER	\$25.00	2
P259	<a href="#">2000.4</a>	NO PARKING/STANDING PM RUSH HOUR	No Standing, p.m. rush hours	SIGN REQUIRED	\$100.00	N/A
P269	<a href="#">2000.4</a>	NO STANDING ANYTIME	No Standing Anytime	SIGN REQUIRED	\$50.00	3
P270	<a href="#">2000.4</a>	NO STNDNG SPCFC HRS	Sign indicating "No Standing during those days and times indicated"	SIGN REQUIRED	\$50.00	3
P271	<a href="#">2000.4</a>	NO STOPPING	Sign indicating "No Stopping any time or at those days and times indicated"	SIGN REQUIRED	\$50.00	2
P280	<a href="#">2404.8(b)</a>	EXPIRE OF MULTISPACE METER RECEIPT	Expired multi-space meter receipt	PARKING METER	\$25.00	2
P281	<a href="#">2404.8(c)</a>	FAIL TO DISPLAY MULTISPACE METER RECEIPT	Fail to display multi-space meter receipt	PARKING METER	\$25.00	2
P282 69	<a href="#">2406.12(c)</a>	RESERVED FOR CAR SHARING VEHICLE ONLY	Reserved for Car-Sharing, Vehicle parked in space reserved for Car-Sharing	SIGN REQUIRED	\$100.00	2

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P-CODE	DCMR Subsection	Handheld Language	Violation Description	Violation Type	Fine	Required Pictures
P284	<a href="#">2402.10(b)</a>	EXPIRE METER RECEIPT IN LOADING ZONE	Expired meter receipt in Loading Zone	LOADING ZONES	\$50.00	2
P285	<a href="#">2402.10(d)</a>	FAIL DISPLAY METER RECEIPT IN LOADING ZONE	Fail to display meter receipt in Loading Zone	LOADING ZONES	\$50.00	2
P286	<a href="#">2402.10(c)</a>	OVERSIZE VEHICLE PARK IN METER LOADING ZONE	Improper display of multi-space meter receipt***we do not enforce this violation	LOADING ZONES	\$50.00	2
P287	<a href="#">2402.10(a)</a>	OVERTIME IN METER LOADING ZONE	Overtime in multi-space meter Loading Zone	LOADING ZONES	\$50.00	1
P289	<a href="#">2402.8</a>	IMPROP DISP MULTI RCPT.	IMPROPER DISPLAY OF MULTISPACE METER RECEIPT	LOADING ZONES	\$50.00	2
P301	<a href="#">2402.7</a>	CURB LOAD ZONE\PARK ABREAST	Curb loading only zone, parking abreast to or failure to load from designated curb lane	LOADING ZONES	\$50.00	1
P302	<a href="#">2406.1</a>	GOVERNMENT VEHICLES ONLY	Reserved space for vehicles displaying government vehicles tags, permit or official signs	SIGN REQUIRED	\$25.00	2
P303	<a href="#">2718.4</a>	RESVD RESID SP DISAB	Unauthorized use of Handicapped parking privileges	HANDICAP PARKING	\$250.00	3
P304	<a href="#">2406.9</a>	IND. W/ DISAB. ONLY UNAUTH.	Vehicle parked in space marked Handicapped Visitors Only	SIGN REQUIRED	\$250.00	3
P305	<a href="#">2405.3 (d)</a>	MAIL BOX 25' OF	Parking within 25 feet of motorists' courtesy mailbox	PROHIBITED: NO SIGN REQUIRED	\$20.00	1
P306	<a href="#">2405.1 (e)</a>	DELINEATED BY RAISED CURB	Parking on Median strip delineated by raised curbs	PROHIBITED: NO SIGN REQUIRED	\$100.00	1
P307 70	<a href="#">4019.11</a> <a href="#">&amp;4023.5</a>	RESERVED SPACE MOTORCYCLE	Vehicle parked in space marked Motorcycle Parking Only	SIGN REQUIRED	\$25.00	2

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<u>P-CODE</u>	<u>DCMR Subsection</u>	Handheld Language	Violation Description	Violation Type	Fine	Required Pictures
P310	<a href="#">2411.13</a>	RPP FAIL REM EXP STK	RPP Fail to remove expired sticker	Permit	\$15.00	2
P311	<a href="#">2405.3 (b)</a>	ADJT BETWEEN or <90 ft ON, CURB	Vehicle parked between two Safety Zone/Channelizing Island and adjacent curb , Parking between Safety Zone/Channelizing Island/Median	PROHIBITED: NO SIGN REQUIRED	\$20.00	2
P312	<a href="#">2405.2 (d)</a>	YIELD SIGN WITHIN 25 FT	Parking within 25 feet of Yield sign	PROHIBITED: NO SIGN REQUIRED	\$20.00	2
P314	<a href="#">422.5</a>	FAIL PROPERLY AFFIX STICKERS	FAIL PROPERLY AFFIX STICKERS	TAGS REQUIREMENT	\$20.00	3
P316	<a href="#">422.4</a>	TAGS IMPROPER DISPLAY	A DC, MD or VA Register vehicle not displaying license plates in accordance with the registering jurisdiction	TAGS REQUIREMENT	\$50.00	2
P318	<a href="#">2405.1 (e)</a>	DELINEATED BY SOLID LINES, IN	Parking on Median strip delineated by solid lines	PROHIBITED: NO SIGN REQUIRED	\$35.00	2
P319	<a href="#">2409.3</a>	BUS STOP ZONE RUSH HR	Bus stand, stop or zone adjacent to rush or specific hour restriction	No Standing and No Parking Regulations	\$50.00	N/A
P320	<a href="#">2405.1 (f)</a>	SIDEWALK, DRIVEWAY OR ALLEY, IN	Obstructing sidewalk, In driveway or alley entrance	PROHIBITED: NO SIGN REQUIRED	\$50.00	2
P322	<a href="#">2400.7</a>	OVERTIME TIME ZONE	In time zone restricted by posted sign	SIGN REQUIRED	\$25.00	3
P332	<a href="#">AVO Priv Property Law § 50-2421.03</a>	ABANDONED VEH. PUB/PRI PROPERTY 1ST OFFENSE	ABANDONED VEH. PUB/PRI PROPERTY 1ST OFFENSE	<a href="#">AVO Pub Property Law § 50-2421.04</a>	\$250.00	2
P333	<a href="#">AVO Priv Property Law § 50-2421.03</a>	ABANDONED VEH. PUB/PRI PROPERTY 2ND OFFENSE	ABANDONED VEH. PUB/PRI PROPERTY 2ND OFFENSE	<a href="#">AVO Pub Property Law § 50-2421.04</a>	\$500.00	2
P334 71	<a href="#">AVO Priv Property Law § 50-2421.03</a>	ABANDONED VEH. PUB/PRI PROPERTY 3RD OFFENSE	ABANDONED VEH. PUB/PRI PROPERTY 3RD OFFENSE	<a href="#">AVO Pub Property Law § 50-2421.04</a>	\$1,000.00	2

# Parking Enforcement Management Administration

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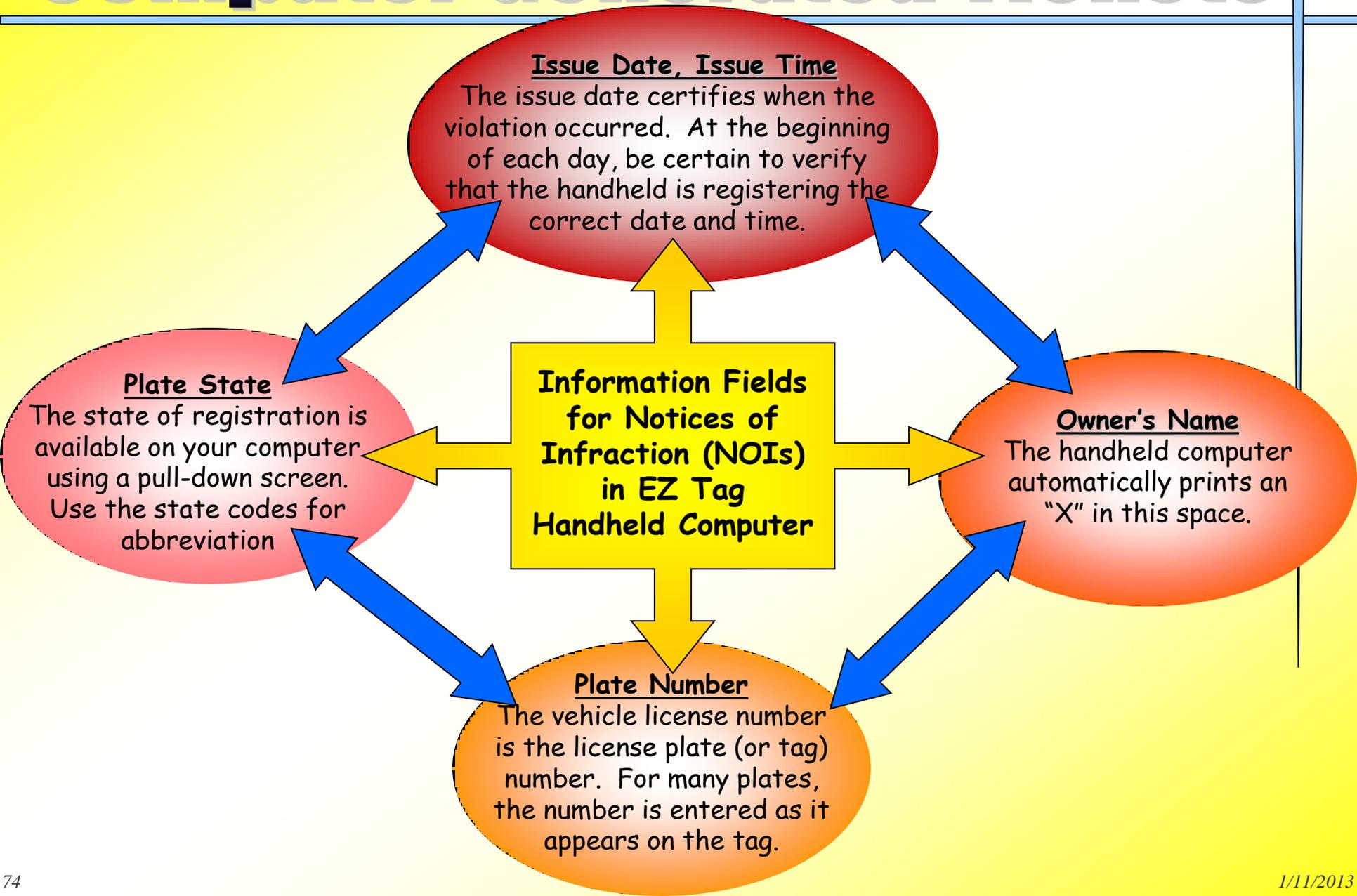
<u>P-CODE</u>	<u>DCMR Subsection</u>	Handheld Language	Violation Description	Violation Type	Fine	Required Pictures
P335	<a href="#">AVO Priv Property Law § 50-2421.03</a>	ABAND VEH HARZADOUS WASTE/RAT 1ST OFFENSE	ABAND VEH HAZARDOUS WASTE/RAT 1ST OFFENSE	<a href="#">AVO Pub Property Law § 50-2421.04</a>	\$350.00	2
P336	<a href="#">AVO Priv Property Law § 50-2421.03</a>	ABAND VEH HARZADOUS WASTE/RAT 2ND OFFENSE	ABAND VEH HAZARDOUS WASTE/RAT 2ND OFFENSE	<a href="#">AVO Pub Property Law § 50-2421.04</a>	\$600.00	2
P337	<a href="#">AVO Priv Property Law § 50-2421.03</a>	ABAND VEH HARZADOUS WASTE/RAT 3RD OFFENSE	ABAND VEH HAZARDOUS WASTE/RAT 3RD OFFENSE	<a href="#">AVO Pub Property Law § 50-2421.04</a>	\$1,100.00	2
P338	<a href="#">AVO Priv Property Law § 50-2421.03</a>	DANGEROUS VEH PUB/PRI 1ST OFFENSE	DANGEROUS VEH PUB/PRI 1ST OFFENSE	<a href="#">AVO Pub Property Law § 50-2421.04</a>	\$250.00	2
P339	<a href="#">AVO Priv Property Law § 50-2421.03</a>	DANGEROUS VEH PUB/PRI 2ND OFFENSE	DANGEROUS VEH PUB/PRI 2ND OFFENSE	<a href="#">AVO Pub Property Law § 50-2421.04</a>	\$500.00	2
P340	<a href="#">AVO Priv Property Law § 50-2421.03</a>	DANGEROUS VEH PUB/PRI 3RD OFFENSE	DANGEROUS VEH PUB/PRI 3RD OFFENSE	<a href="#">AVO Pub Property Law § 50-2421.04</a>	\$1,000.00	2
P341	<a href="#">AVO Priv Property Law § 50-2421.03</a>	DANGEROUS VEH W/ SW/RAT 1ST OFFENSE	DANGEROUS VEH W/ SW/RAT 1ST OFFENSE	<a href="#">AVO Pub Property Law § 50-2421.04</a>	\$350.00	2
P342	<a href="#">AVO Priv Property Law § 50-2421.03</a>	DANGEROUS VEH W/ SW/RAT 2ND OFFENSE	DANGEROUS VEH W/ SW/RAT 2ND OFFENSE	<a href="#">AVO Pub Property Law § 50-2421.04</a>	\$600.00	2
P343	<a href="#">AVO Priv Property Law § 50-2421.03</a>	DANGEROUS VEH W/ SW/RAT 3RD OFFENSE	DANGEROUS VEH W/ SW/RAT 3RD OFFENSE	<a href="#">AVO Pub Property Law § 50-2421.04</a>	\$1,100.00	2
P344	<a href="#">50-2421.03</a>	VEH. ON PRIVATE/PUBLIC PROP. WITHOUT CONSENT	Vehicle on private property without consent of the property owner	Non-Posted Regulations	\$250.00	2
P346	<a href="#">2409.3</a>	VALET PARKING/STAGING ZONE	VALET PARKING/STAGING ZONE	POSTED & NOT POSTED	\$100.00	3
P385 72	<a href="#">2405.1(g)</a>	STOP/STAND BIKE LANE	VEHICLE PARKED OR OBSTRUCTING A BIKE LANE	PROHIBITED: NO SIGN REQUIRED	\$65.00	2

# Parking Enforcement Management Administration

## Comprehensive Listing of Parking Control Violations

P-CODE	DCMR Subsection	Handheld Language	Violation Description	Violation Type	Fine	Required Pictures
P386	<a href="#">2421.1</a>	RELOCATION TOW	RELOCATION FEE FOR TOWING A VEHICLE FROM ANY VIOLATION TO A LEGAL PARKING SPACE	Non-Posted Regulations	\$100.00	N/A
P403	<a href="#">2406.14-17</a>	NO PK EXC. ELECT VEH	No parking except for an electric vehicle while being charge	Parking Meter	\$100.00	2
P409	<a href="#">2405.5 (a)</a>	VEH >15 PASS, PUBLIC ST	Any passenger vehicle with a seating capacity of more than fifteen (15) passengers;	Non-Posted Regulations	\$1,000.00	2
P410	<a href="#">2405.5 (d)</a>	VEH > 22', PUBLIC ST	Any vehicle longer than twenty-two feet (22 ft.)	Non-Posted Regulations	\$1,000.00	2
P411	<a href="#">2405.5 (d)</a>	VEH >8' wide, PUBLIC ST	Any vehicle wider than eight feet (8 ft.)	Non-Posted Regulations	\$1,000.00	2
P412	<a href="#">2405.5 (e)</a>	VEH TRSH PUB DWL SCH	Any vehicle that has been designed or modified to haul trash, junk, or debris.	Non-Posted Regulations	\$1,000.00	2
P413	<a href="#">2405.5 (c)</a>	Trailer PUB ST SCH	A trailer, whether loaded or unloaded;	Non-Posted Regulations	\$1,000.00	2
73						1/11/2013

# Computer Generated Tickets



# Vehicle Identification & Compliance

## Vehicles without Tags

Enter the last eight digits of the Vehicle Identification Number (VIN) in the license number field

This procedure is also used for international transport tags

The VIN is usually found on the driver's side of the dashboard. For license state, enter XX

# Vehicle Identification & Compliance

## Vehicle Location

Use the number and the street location on the ticket. If the location has no street number, use the boxes, including NW, NE, SW, & SE. REAR = alley along side the address. OPPOSITE = address is unavailable where the vehicle is parked. Always identify the type of street, such as "road," "avenue," etc.

## Tag Year

The tag year is the license plate registration year. It can be found on a sticker applied to the license plate on motorcycles and the windshields of passenger vehicles. Only the last two digits of the year are required.

## Vehicle Make

The "make" of a vehicle is the manufacturer, NOT the model. For example, Dodge Omni is entered as a Dodge rather than an Omni. The vehicle make must be correct. A hearing officer will dismiss a challenged ticket with an incorrect make.

# Vehicle Identification & Compliance

## BODY STYLE ABBREVIATIONS

AM	Ambulance
BU	Bus
CV	Convertible
4D	Four door
LM	Limousine
MC	Motorcycle
PU	Pick up truck
RV	Recreational vehicle (mobile home)
SW	Station wagon
SV	Step van
TT	Tow truck
TR	Trailer
TK	Truck
2D	Two door
VN	Van

## TAG PREFIXES

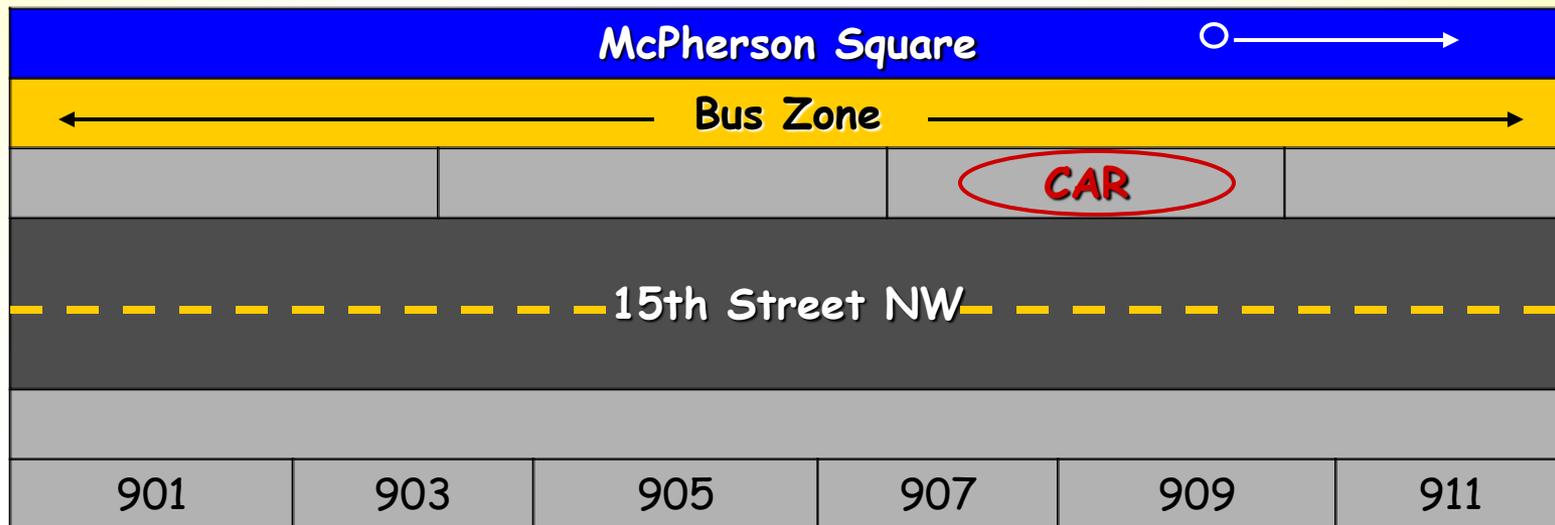
SW	Solid waste
DP	Diplomat
HMV	Historical motor vehicle
L	Limousine
TRP	Transport
T	Trailer
MD	Medical doctor
C	Commercial
R	Rental
H	Hire or hack
DAV	Disabled American veteran
B	Bus
HP	Handicapped person
D/DLR	Dealer
GVT	Federal Government
GT/DC	Government

# Vehicle Identification & Compliance

## Beat Number

While on the street, always be mindful of the beat you are patrolling. Write the three digit beat number in the appropriate space when citing a vehicle in violation. Analysts will use this information to assess violation patterns and develop deployment strategies to ensure your productivity.

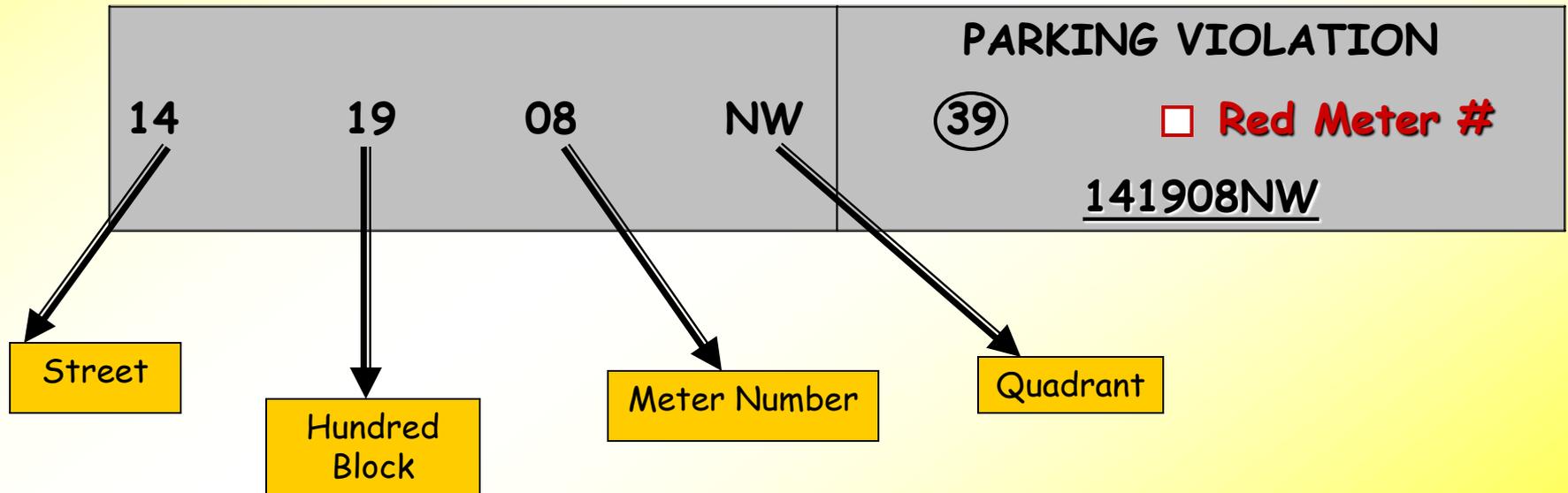
*Example of Location and Beat Number:*



# Vehicle Identification & Compliance

## Meter Number

Expired meter violations must include the entire meter number. The meter number is found on label tape affixed to the dome of the meter.



# Vehicle Identification & Compliance

## Towing Requested

The Towing Branch is an integral part of parking enforcement. It removes illegally and dangerously parked vehicles that threaten safety and impede traffic. When issuing a ticket to such illegally parked vehicles, circle the "towing requested" box and provide this information to the dispatcher along with your hand-held radio.

Fire hydrants

Intersections with significant reduction in sight distance

Bus stops

Emergency lanes and zones

Rush hour traffic lanes

Driveways

# Vehicle Identification & Compliance

## Fine Amount

- Prints automatically on ticket

## Name/Department/Badge Number

- Prints automatically on ticket

## Notes Section

- Insert approximate footage for violations that deal with measurements (stop signs, intersections, etc.)
- Insert "NON COMM" into the notes section when a non-commercial truck or van parks in a loading zone
- Insert time commercial vehicles are originally sighted once the allotted time for parking in a loading zone has expired
- Insert the specific violation (if applicable), time first sighted and time limit posted on the sign when a vehicle is parked longer than the posted time limit

# Voiding Parking Tickets

Prevention is the first step to minimizing voids

Start your computer, select your printer setting and print out a test ticket to make sure your computer is operating properly. Also verify the current date and time.

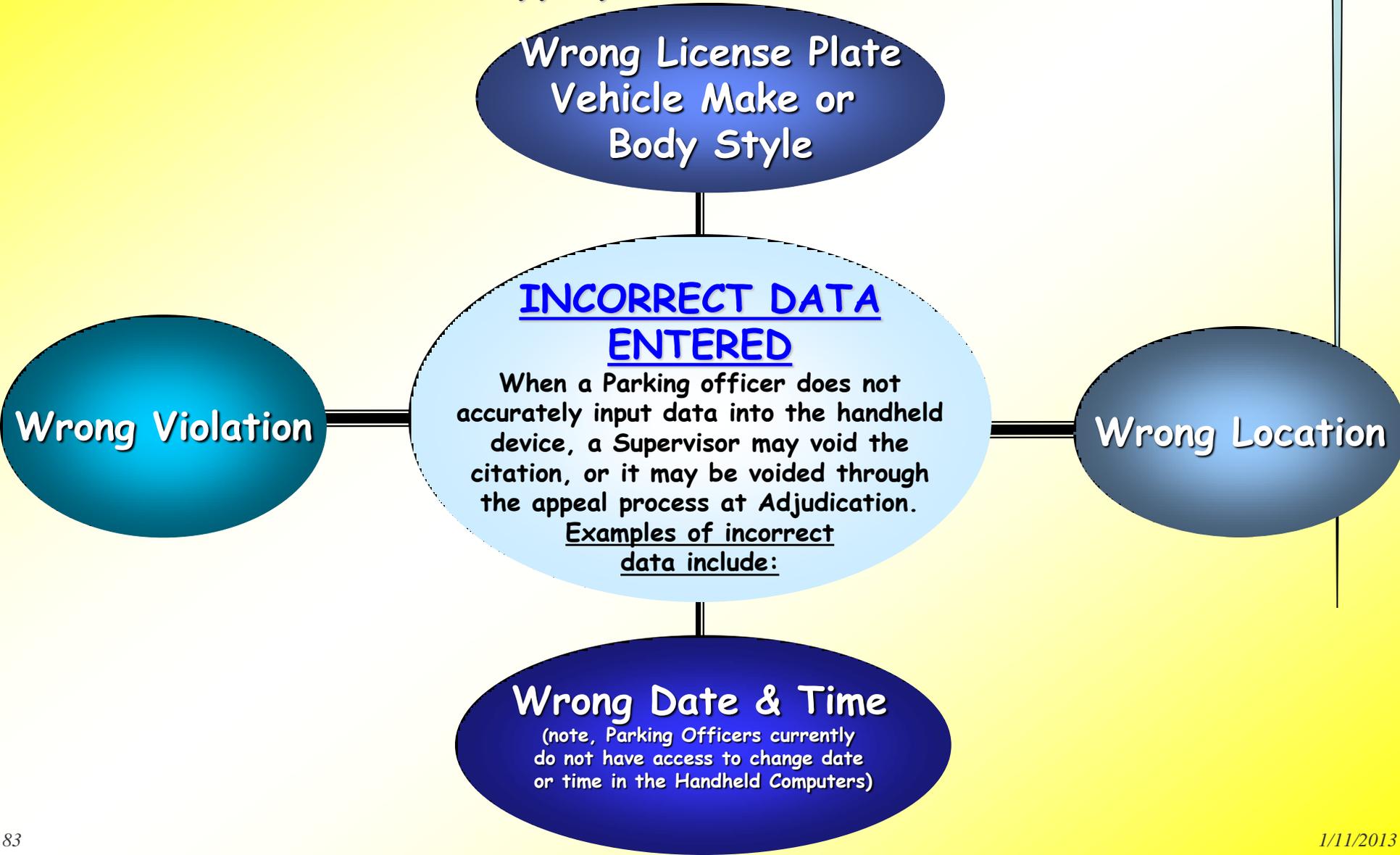
Before you issue the ticket, take time to observe the entire vehicle in case it has already been ticketed for the same violation.

After entering the tag number of a vehicle, verify that the entry is correct before pressing the "yes" button. Once you have pressed "yes" the data can no longer be altered.

Check all three screens for information accuracy Before printing the ticket. Correct any mistakes.

# Voiding Parking Tickets

*When is it appropriate to void a citation ?*



# Voiding Parking Tickets

*When is it appropriate to void a citation ?*

## Illegible Parking Signs

The Parking Officer must agree that one or more of the signs in the block is illegible. The Parking Officer must agree that the operator could not have seen a legible sign when parking the vehicle.

## Duplicate Violations

Parking Officers are responsible for checking to ensure that the ticket was written for the same violation at a prior time and date.

**VOID ON  
THE SPOT WHEN  
THERE ARE:**

## Booted Vehicles

(vehicle is booted before citation is issued)

## Visible Residential & Visitor Parking Permit Stickers (RPP/VPP)

(note, to avoid error, Parking Officers are instructed to verify that permits are on vehicles and affixed to the windshield.)

# Voiding Handicap Parking Tickets

*When is it appropriate to void a citation ?*

## VISIBLE HANDICAP PERMIT

When a vehicle is parked at a single space meter or a multi-space meter zone and has the appropriate HP placard displayed

Vehicles Displaying HP tags or Placards may park double the posted time limit free and one additional time limit with payment. Citations issued prior to the additional time frame can be voided.

Parking Officers are required to honor handicap placards and license plates from all jurisdictions within the United States.

If a PO issues a citation to a disabled motorist at a parking meter, the motorist may request a supervisor.

# Daily Activity Record

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Parking Officers are required to submit a Daily Activity form at the end of each day. This form is used to track ticket writing activities for Parking Officers and Squads. You will be required to record the following :

- ✓ Number of tickets written
- ✓ Number of voids
- ✓ Information about the assigned vehicle you drive (if applicable.)

# Ticket Writing Exceptions

## GOVERNMENT VEHICLES

District and Federal government vehicles may be excused from parking infractions incurred during the course of urgent government business if there are no other legal spaces available, and if the parking violation does not block traffic or cause a safety problem. Government vehicles will not be excused for the following violations:

No Standing Anytime

Rush Hour

Crosswalk

Fire Hydrant

Loading Zone

Blocking a Driveway or Alley

Sidewalk

Bus Stop or Bus Zone

School Zone

# Ticket Writing Exceptions

## CONGRESSIONAL VEHICLES, CITY COUNCIL & ADVISORY NEIGHBORHOOD COMMISSION (ANC)

Similar to District and Federal government vehicles, Congressional vehicles may be excused from parking infractions incurred during the course of a congressional session if there are no other legal spaces available and if the parking violation does not block traffic or cause a safety problem. Congressional vehicles will not be excused for the following violations:

AM/PM Rush Hour

Loading Zone

Fire Hydrant

Bus Stop/Zone

# Ticket Writing Exceptions

## LAW ENFORCEMENT & POSTAL VEHICLES

Law Enforcement vehicles carry with them the presumption that their business is "urgent." It is recognized that occasionally law enforcement duties require specific personnel to violate established rules. The Parking Officer should in most instances avoid issuing citations to these vehicles, unless the infraction is seriously jeopardizing public safety.

# Ticket Writing Exceptions

## UTILITY VEHICLES

Utility vehicles receive the same preference as government vehicles. When these vehicles are at 'live' work sites, they may be treated like law enforcement vehicles. For example, an electric repair truck may have to park in a bus zone to re-wire a manhole at this location. A utility supervisor's car will, however, only be entitled to government vehicle privileges. Parking Officers should cite these vehicles if they do not see either work in progress or work zone cones.

No Parking/Standing Anytime

Rush Hour

Crosswalk

Fire Lane/Fire Hydrant

Loading Zone

Blocking a Driveway or Alley

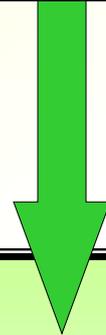
Sidewalk

Bus Stop or Bus Zone

School Zone

# Common Parking Enforcement Requests

## RELAXED ENFORCEMENT FOR A SPECIAL EVENT



PEMA DOES NOT provide "relaxed" enforcement. This term is inaccurate. PEMA enforces the permanent curbside regulations or enforces the temporary curbside regulations installed by the Curbside Management Division of the Traffic Services Administration (TSA) at DDOT.

Temporary regulations usually take the form of "Emergency No Parking Anytime" signs that exempt vehicles with valid permits. Such permits are identified on the temporary Emergency No Parking Anytime signage provided by DDOT for special events (funerals, moving, religious events, school events, etc.). The temporary Emergency No Parking Anytime signs may also exclude all vehicles from parking during certain activities such as federal events or tree trimming.

# Reporting a Broken Meter

Customers should dial the Mayor's Command Center 311 or 202-727-1000 to report a malfunctioning meter



Has a ticket been issued?

No

Process Complete

Yes

Ticket goes into suspension while DDOT Parking Management investigates

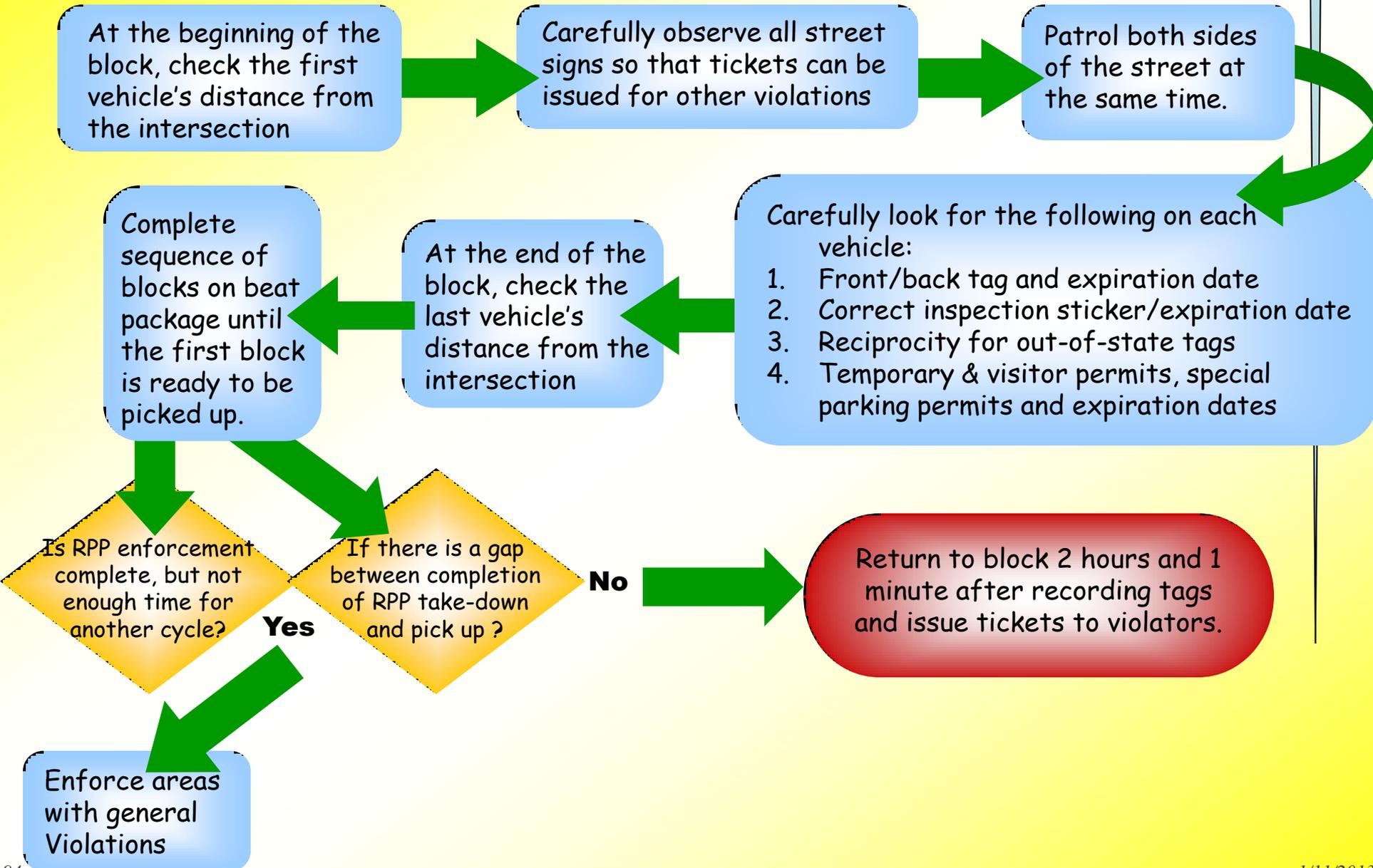


Appeal at Traffic Adjudication : forward the ticket, along with a letter of explanation, to 301 C Street, NW

# **PARKING ENFORCEMENT MANAGEMENT**

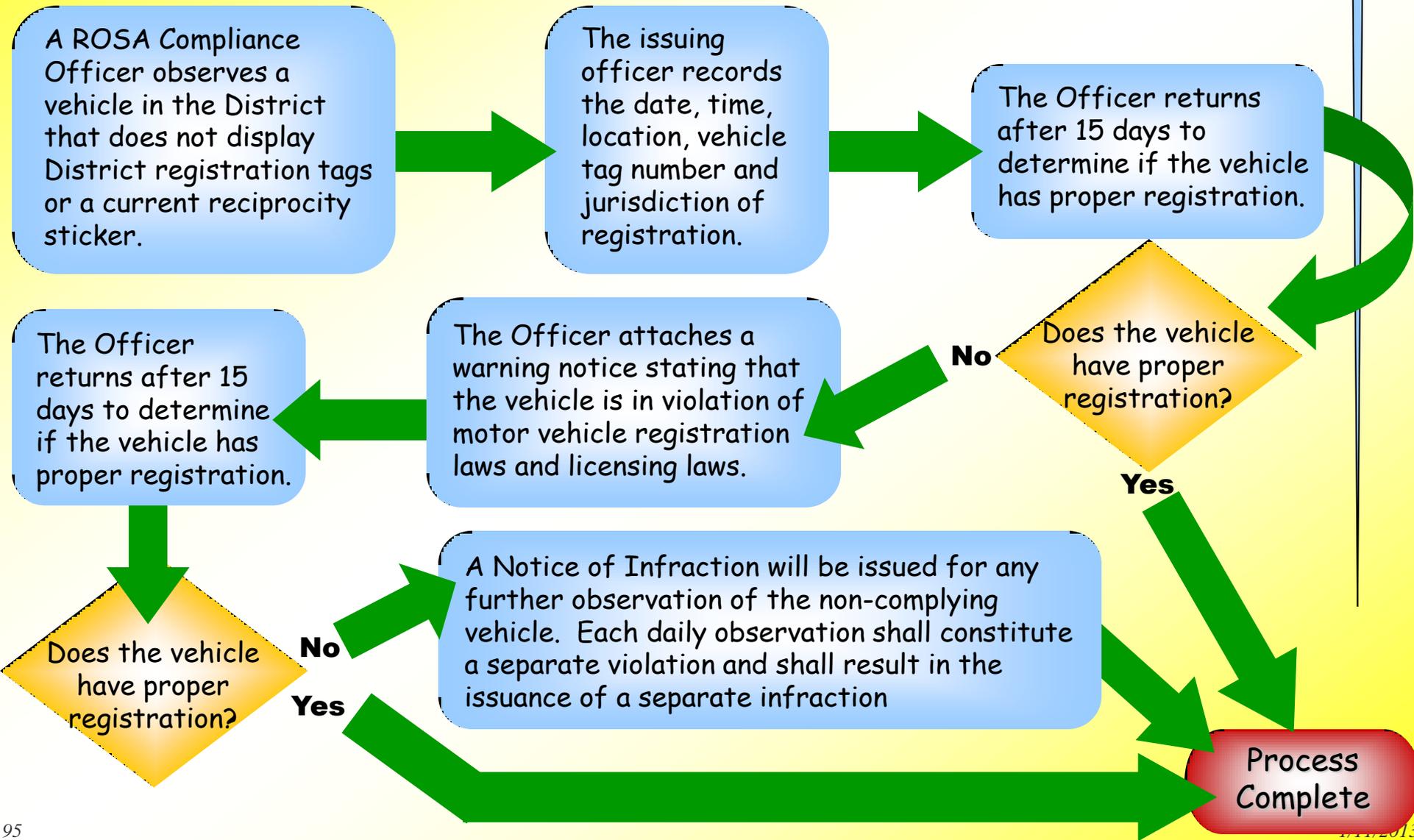
## **Section 7 Residential & Business Enforcement Guidelines**

# Residential Beat Enforcement



# Registration and Reciprocity

**Violation:** Failure to Display District Registration Tags or Reciprocity Sticker - Code P172



# Business District Enforcement

## Use the following guidelines to enforce business district beats:

1. Enforce one side of the street at a time
2. At the beginning of each block, note the distance of the first car from the intersection.
3. Carefully observe all street signs so that you can issue tickets for other violations.
4. Look for the following items on each vehicle:
  - a. Validation Sticker on front left hand side of windshield
  - b. Valid Inspection Sticker (with an expiration date)
5. Observe vehicles in loading zones to determine if any loading /unloading activity is in progress:
  - a) If there is no activity after 20 minutes, issue a Notice of Infraction (NOI).
  - b) If the vehicle is not commercial, issue a NOI and put "noncommercial" in the notes.

# Business District Enforcement

## Use the following guidelines to enforce business district beats:

6. For time limit areas (Example: 2 hour parking sign, but no meters):
  - a) Record the state and tag numbers of all vehicles parked in the area
  - b) Return at the end of the 2-hour period to issue NOIs to violators.

**Note:** Handicap tags are given double the time posted on signs.
7. At meter spaces, check for the flashing **EXPIRED** signal
  - a) Verify handicapped parking tag or permit.
  - b) If the permit is expired, record permit number and expiration date in the ticket notes. Vehicles with valid handicapped tags from all jurisdictions may park free for double the time limit stated on the meter and payment is required after the double free time period has ended (one time period only).
  - c) Record the meter number. The numbers and letters entered into your handheld computer must be identical to those on the meter decals. If the number/letter combination is inaccurate, the meter location will be invalid and the ticket will be dismissed.
  - d) Do not leave any spaces, slashes, dashes or hyphens before or between characters when recording the meter location.

# Business District Enforcement

## Use the following general guidelines to enforce business district beats:

The meter decal provides the street name, hundred block, meter number and city quadrant.

Example 1: 141908NW	Example 2: VNES3312NW
14 = Street Name	VNES = Van Ness
19 = Hundred Block of St.	33 = Hundred Block of St.
08 = Meter No. in the Block	12 = Meter No. in the Block
NW = Quadrant of the City	NW = Quadrant of the City

When an Officer observes a meter decal that (1) does not have a location (2) is illegible or (3) incorrect, a Supervisor should be contacted immediately.

If a meter violation has already been issued, check the time of issuance. If the time between visits is greater than the posted time limit, issue another NOI for overtime parking and record the first NOI number on the second ticket.

# Business District Enforcement

Use the following general guidelines to enforce business district beats:

8. At meters that show a FAIL (broken) signal:
  1. Check the meter to verify that it is broken
  2. Enter the tag number into your handheld computer and return at the end of the time limit
  3. If the vehicle is still parked in the same spot at the end of the time limit, issue a Notice of Infraction.
9. Check alleys for violations
10. Check Public Space areas
11. Issue NOIs for private property only at the request of the property Owner or Designee. The Owner or Designee must sign and enter a phone number on the Notice of Infraction.
12. At the end of the block, check the last vehicle's distance from the intersection

# Weekday Evening & Saturday Meter Enforcement

Motorists usually can park free at metered spaces after 6:30 PM during weekdays and on Saturdays. However, due to high-turnover demand and occupancy rates during these hours, parking enforcement will continue within the following Georgetown and Verizon Arena area boundaries:

Georgetown Area Enforcement		
Street	From	To
K St., NW	29 <sup>th</sup> St., NW	37 <sup>th</sup> St., NW (line of)
37 <sup>th</sup> St., NW (line of)	K St., NW	Whitehaven Pkwy, NW
Whitehaven Pkwy., NW	37 <sup>th</sup> St., NW	Wisconsin Ave., NW
Wisconsin Ave., NW	Whitehaven Pkwy, NW	S St., NW
S St., NW	Wisconsin Ave., NW	32 <sup>nd</sup> St., NW
32 <sup>nd</sup> St., NW	S St., NW	R St., NW
R St., NW	32 <sup>nd</sup> St., NW	28 <sup>th</sup> St., NW
28 <sup>th</sup> St., NW	R St., NW	Q St., NW
Q St., NW	28 <sup>th</sup> St., NW	26 <sup>th</sup> St., NW
26 <sup>th</sup> St., NW (line of)	Q St., NW	Rock Creek Pkwy, NW
Rock Creek Pkwy, NW	26 <sup>th</sup> St., NW (line of)	K St., NW

# Weekday Evening & Saturday Meter Enforcement

## Verizon Arena Area Enforcement

Street	From	To
Indiana Ave., NW	5 <sup>th</sup> St., NW	6 <sup>th</sup> St. NW
6 <sup>th</sup> St., NW	Indiana Ave., NW	Pennsylvania Ave., NW
Pennsylvania Ave., NW	6 <sup>th</sup> St., NW	9 <sup>th</sup> St., NW
9 <sup>th</sup> St., NW	Pennsylvania Ave., NW	K St., NW
K St., NW	9 <sup>th</sup> St., NW	Massachusetts Ave., NW
Massachusetts Ave., NW	7 <sup>th</sup> St., NW	5 <sup>th</sup> St. NW
5 <sup>th</sup> St., NW	Massachusetts Ave., NW	Indiana Ave., NW

## Convention Center Area Enforcement

Street	From	To
New Jersey Ave., NW	S Street, NW	Massachusetts Ave., NW
Massachusetts Ave., NW	Vermont Ave., NW	New Jersey, Ave., NW
Vermont Ave., NW	Massachusetts Ave., NW	New Jersey, Ave., NW
13 <sup>th</sup> Street, NW	S Street, NW	Vermont Ave., NW
Vermont Ave., NW	Logan Circle, NW	Massachusetts Ave., NW

# Loading Zone Enforcement

**Posted Sign Enforcement.** The loading of materials is restricted to Loading Zones in each block where "Loading Zone" signs are posted. Loading is also permitted where "No Parking" signs are posted. However, when a "No Standing" regulation is in effect, vehicles are not allowed to load or unload.

## Example 1

When a Parking Officer enters a block and sees that all Loading Zones are occupied by commercial vehicles, other commercial vehicles may park in No Parking areas; such as No Parking Anytime, No Parking Specific Hours, and No Parking Entrances to make deliveries; but not in "No Standing" areas.

## Example 2

When the A.M. and P.M. Rush Hour restrictions are in effect, vehicles are only permitted to load or unload in (1) the K St., NW corridor, from 14th St. to 22nd St., and (2) the 200 and 300 blocks (south side) of Pennsylvania Avenue, SE.

# Loading Zone Enforcement

Reasonable Time Period. Parking Officers should use appropriate discretion to determine if tickets should be issued for loading zone violations on commercial vehicles. The phrase “length of time that is reasonable for loading” is interpreted to mean the amount of time necessary to complete loading activity. A citation may be issued once a vehicle is observed for 30 minutes without any activity.

## Example 1

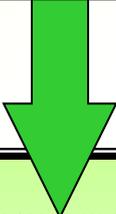
A UPS step van has occupied the loading zone for the purpose of delivering packages in the Central Business District. The length of time that is reasonable for loading may be several hours since an entire day's route for that vehicle may be one or two buildings in that block.

## Example 2

A soft drink truck has occupied the loading zone for the purpose of delivering soft drinks to a store-front business. The length of time that is reasonable for loading may be 20 minutes if no activity is visible upon approaching the vehicle.

# Loading Zone Enforcement

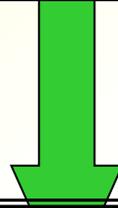
Non-commercial Vehicles. Whenever a Parking Officer observes any non-commercial van or truck parked in Loading Zones, Alleys, Entrances to designated buildings, and No Parking Anytime, such vehicles should be ticketed. "Non-Commercial" must be entered into the Notes section of the citation.



A non-commercial vehicle may stop at a loading zone only long enough to pick up waiting passengers or to discharge passengers and only if such a stop does not interfere with any commercial vehicle which is about to enter or waiting to enter the loading zone.

# Handicapped Enforcement

Vehicles with valid handicapped  tags or placards may park a motor vehicle without cost for double the posted time period on the meter.



Individuals issued special license tags for persons with a physical disability, regardless of which state, territory, or possession of the United States issued the license tags and individuals issued special parking permits persons with a physical disability by the District may park a motor vehicle without cost for double the posted time period in parking zones that are restricted as to the length of time parking is permitted