

ORDINANCE #6

TOWN OF HANOVER

The Board of Selectmen of Hanover, New Hampshire, ordain as follows:

PARKING ORDINANCE

1. **Declaration of Purpose:** The purpose of this Ordinance is to regulate parking upon the Streets and Public Places in the Town of Hanover, New Hampshire.
2. **Title:** This Ordinance shall be known and may be cited as the "Parking Ordinance of the Town of Hanover."
3. **Authority:** RSA 47:17.
4. **Definitions:** For the purpose of this Ordinance, the following words shall have the definitions as provided:
 - A. **"Chief of Police"** shall mean the police chief of the Town of Hanover, New Hampshire.
 - B. **"Controlled Parking Space"** shall mean any Parking Space that is designated for a specified purpose and to be used by certain vehicles only, such as, but not limited to, bus zones, loading zones, Official Vehicle parking spaces and handicapped parking spaces.
 - C. **"Improper Parking Charge"** shall mean the monetary charge assessed against the Owner or Operator of a vehicle that is occupying a Metered Parking Space beyond the maximum legally established time for that Metered Parking Space or which is parked contrary to the provisions of this Ordinance.
 - D. **"Metered Parking Space"** shall mean any space adjacent to a parking meter or that is in an area where paid parking is controlled by a "Pay-By-Space" parking machine and designated by lines marked or painted on the Street or adjoining curb.
 - E. **"Notice"** shall mean the notice or ticket issued by an Officer of the Town of Hanover informing the Owner or Operator of a vehicle that such vehicle is parked contrary to the provisions of this Ordinance.
 - F. **"Notice Collection Box"** shall mean a box or receptacle attached to a pole or other structure used for the deposit and receipt of payments for Improper Parking Charges.

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- G. "**Officer**" shall mean either an authorized civilian employee of the Hanover Police Department, Parking Division or an authorized police officer of the Hanover Police Department.
- H. "**Official Vehicles**" shall mean any authorized vehicle operated by the Town of Hanover, the State of New Hampshire, or a political subdivision thereof, for official purposes, including but not limited to vehicles operated by the Hanover Police Department, Fire Department, and Public Works Department, and the New Hampshire State Police.
- I. "**Operator**" shall mean and include every individual who operates a vehicle as the Owner thereof, or as the agent, employee or licensee of the Owner, who is in actual control of a vehicle.
- J. "**Owner**" shall mean the registered Owner of a vehicle, according to the records maintained by the State Division of Motor Vehicles.
- K. "**Park**" or "**Parking**" shall mean the standing or stopping of a vehicle, whether occupied or not, upon a Street, except temporarily for the purpose of, and while actually engaged in, receiving or discharging passengers; loading or unloading goods or merchandise; or in the obedience to traffic regulations, signs or signals.
- L. "**Parking Meter**" shall mean any device that registers the amount of time purchased for the parking of a motor vehicle.
- M. "**Parking Space**" shall mean any area or space on a Street or Public Place where a vehicle legally may Park, including, but not limited to, Controlled Parking Spaces, Metered Parking Spaces and Permit Parking Areas.
- N. "**Permit Parking Area**" shall mean any parking area owned or leased by the Town designated in Appendix B of this Ordinance as a Permit Parking Area.
- O. "**Permit Parking Sticker**" shall mean a sticker, decal or sign authorized and issued by the Hanover Town Manager, which allows a person to Park the vehicle registered to him in a Permit Parking Area.
- P. "**Person**" shall mean and include any individual, firm, partnership, corporation, or other association.
- Q. "**Public Place**" shall mean any real property owned or leased by the Town of Hanover, New Hampshire, including but not limited to public parking areas.
- R. "**State Division of Motor Vehicles**" shall mean any state governmental agency

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responsible for the issuance of certificates of title and/or certificates of registration for vehicles. In the State of New Hampshire this agency is the Division of Motor Vehicles in the Department of Safety (RSA 106-A:1 and RSA 260:1).

- S. **"Street"** shall mean the entire width between the boundary lines of any public highway, street, road, right-of-way, alley, or way, located in the Town of Hanover and maintained by the State or Town or subdivisions thereof.

Unless otherwise specified in this Ordinance, all terms used herein shall have the meaning as they have in RSA Chapters 259 through 266.

5. **Authority to Regulate Parking and Designate Parking Spaces:** The Board of Selectmen, may after providing notice to the general public, by resolution, establish or modify the location of any Parking Space.
6. **No Stopping or Parking of Vehicles Except as Permitted by this Ordinance:** No Person shall stop or Park a vehicle on any Street or Public Place except in accordance with the requirements of this Ordinance.

Amended 10/16/06

PART A - RESTRICTED PARKING

7. **Restrictions on Parking:**
- A. **No Parking in Specified Areas:** No Person shall stop or Park a vehicle:
- (1) within ten (10) feet of any intersection;
 - (2) within five (5) feet of a private driveway, except where the surface of the Street has been marked or designated by painted lines;
 - (3) within ten (10) feet of a private driveway on an one way street; and
 - (4) where prohibited by an official traffic sign.
 - (5) on any sidewalk.
 - (6) where prohibited by markings painted on the surface of the street.

Amended 07/07/03

B. **Manner of Parking:**

(1) Vehicles shall be Parked within any painted lines marking or designating a Parking Space. No vehicle shall stop or Park in a manner such that the vehicle is straddling a painted line marking or designating a Parking Space or is not within a Parking Space designated by such painted lines.

(2) Where there are no painted lines on the surface of the Street marking or designating a Parking Space, no vehicle shall stop or Park except in conformity with the requirements set forth in RSA 265:71. (Parallel Parking, right hand wheels to right hand curb or edge of roadway and within twelve (12) inches of the curb or edge of roadway.)

C. **No Parking for Purposes of Advertising:** No Person shall stop or Park a vehicle upon any Street or other public place if that vehicle is displayed as being for sale or is being used for the primary purpose of displaying advertising.

D. **Manner of Parking Within Angular Parking Spaces:** Vehicles parked within angular Parking Spaces shall have the front of the vehicle facing the curb of the Street.

E. **Restrictions on Time of Parking Within Specified Areas:**

(1) No Person shall stop or Park a vehicle at the following times and locations, unless the operator of the vehicle is in the process of loading or unloading the vehicle with goods or merchandise for commercial purposes:

(a) between 2 a.m. and 6 a.m. on any Monday, Tuesday, Wednesday, or Thursday, between May 1 and November 14 on Main Street from East Wheelock Street to the Town Line; Allen Street from Main Street to School Street; Lebanon Street from Main Street to Park Street; Maynard Street; West Wheelock Street from School Street to Main Street; and East Wheelock Street from Main Street to College Street.

(b) between 12:01 a.m. and 7 a.m. on any day between November 15 and April 30 on all Streets and Public Places.

(c) Year round between 12:01 a.m. and 7 a.m. in the South Block Lot

The purpose of this provision is to ensure that the locations designated above are clear so that the Town may clean and maintain the streets, and plow and remove snow and ice.

(2) No person shall park a vehicle on any street or parking lot so designated in Appendix A and Appendix B for a period in excess of the maximum time as indicated by a sign or markings. The Board of Selectmen may, after providing notice to the general public, by resolution, establish or modify the maximum non-metered parking time on any street. Appendix A and Appendix B shall then

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be amended to include the maximum parking limit on the street or streets and parking lot or lots identified in the resolution.

Amended on 05/15/95, 6/19/00, 10/16/06

- F. **Authority to Designate Controlled Parking Areas:** The Board of Selectmen may, after providing notice to the general public, by resolution, establish or modify the location of any Controlled Parking Space. After consultation with the Board of

Selectmen, the Chief of Police or his designees, shall mark areas designated in the appendices of this Ordinance as loading zones, bus zones, Official Vehicle Parking Spaces, or handicapped parking zones or any other Controlled Parking Space with signs or with painted markings upon the surface of the Street or pavement.

G. **Controlled Parking Spaces**

- (1) **Loading and Bus Zones:** No Person shall stop or Park any vehicle in any area designated as:

- (a) a loading zone, except temporarily for the purpose of and while actually engaged in loading and unloading of passengers or merchandise.
- (b) a bus zone, except buses actually loading or unloading passengers.

- (2) No Person shall stop or Park any vehicle in any area designated as an Official Vehicle Parking Space, unless the vehicle is an Official Vehicle.

- (3) **Handicapped Parking Zones:** No Person shall stop or Park a vehicle in any area designated as "Handicap Parking," except vehicles that have either a special license plate, decal, tag or card, issued pursuant to RSA 261:86 through 88, indicating the vehicle is for the use of a handicapped Person.

(a) In addition, no person shall stop or park a vehicle in any area designated as "Handicap Parking – Vans Only", except vehicles that have either a special license plate, decal tag or card issued pursuant to RSA 261:86 through 88, indicating the vehicle is for the use of a handicapped person and said handicapped person is wheelchair bound and the vehicle stopped or parked in the space is equipped with a wheelchair lift or ramp that deploys onto an adjacent access aisle or sidewalk.

(b) Vehicles parked in designated handicap parking zones or in paid public parking areas displaying a valid handicap license plate, decal, tag or card may park for free, but for no more than ten (10) consecutive hours in the Marshall Lot and Hanover Parking Facility and for no more than three (3) hours in all other designated handicap parking zones.

Amended 07/07/03, 10/16/06

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(4) **Electric Vehicle Parking Zone**: No person shall stop or park any vehicle in a parking space designated as "Electric Vehicle Parking", except vehicles that are propelled or powered by electricity.

(5) **Restricted Parking Area**: No unauthorized person shall stop or park a vehicle in any area designated as restricted parking.

Amended 03/15/04

H. **No Parking in Violation of Site Plan Approval**: No Person shall stop or Park a vehicle upon any Street or other Public Place in violation of any condition of a "Notice of Action" or other site plan approval. This section shall apply to all Persons, regardless of the recipient of the site plan approval.

Amended 11/16/09

PART B - PERMIT PARKING

8. Permit Parking Areas and Parking Permits:

A. **Authority to Designate Permit Parking Areas**: The Board of Selectmen may, after providing notice to the general public, by resolution, establish or modify the location of Permit Parking Areas designated in Appendix A and Appendix B. After consultation with the Board of Selectmen, the Chief of Police and/or his designees, shall post signs marking or designating Permit Parking Areas.

Amended on 6/19/00

B. The Board of Selectmen shall, by resolution, establish fee schedules for the issuance of Parking Permits. The fees for the Parking Permits shall be reasonable. Parking Permits shall be issued on a first come-first serve basis to be retained by the Person purchasing the Parking Permit until that Person relinquishes the Parking Permit or defaults in required payments for the Parking Permit or the permit expires, except that permits for Parking Spaces required by the Zoning Board of Adjustment under Article IV of the Zoning Ordinance of the Town of Hanover to be rented from the Town for the use by particular properties shall be issued only to owners, tenants or employees of such properties.

Amended 02/07/05

C. No Person shall stop or Park a vehicle in any Permit Parking Area unless that vehicle displays a valid Parking Permit.

Amended 03/15/04

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PART C - METERED PARKING

9. Metered Parking Areas:

- A. The Board of Selectmen may, after providing notice to the general public, by resolution, establish or modify the location of areas, designated in Appendices A and B of this Ordinance containing Metered Parking Spaces; and establish or modify the time limits of parking meters located adjacent to Metered Parking Spaces or areas controlled by "Pay-and-Display" parking meters and the amount of money to be deposited in such parking meters or "Pay-and-Display" parking meters for a specified period of time.

Amended on 6/19/00, 10/16/06

- B. On Streets or in public places designated in Appendices A and B as "Metered Parking Areas," the Chief of Police, or his designees, shall, pursuant to RSA 231:130 install, or cause to be installed, parking meters and shall designate, or cause to be designated, Metered Parking Spaces by painting or marking lines on the surface of the Street or pavement. Each parking meter shall display a parking meter number or Street or Lot name in the case of "Pay and Display" meters, instructions for the use of such meter, the hours during which the parking meter shall be used by vehicles occupying Metered Parking Spaces, and the amount of money to be deposited for a specified period of time.

Amended 6/19/00, 10/16/06

- C. The Chief of Police or his deputies or designees shall from time to time cause to be inspected, repaired and maintained parking meters and collected parking meter revenue. A separate accounting shall be maintained of all parking meter revenue and parking penalties.

10. Time Limits on Metered Parking: No person shall stop, or park a vehicle:

- A. for more than 15 consecutive minutes between the hours of 9 a.m. and 5 p.m. on any day except Sunday or a public holiday in any area designated in Appendix A and B as "15 Minute Parking" unless other hours and/or days of operation are noted for specific areas in Appendix A and B;

Amended 6/19/00, 02/07/05

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- B. for more than 30 consecutive minutes between the hours of 9 a.m. and 5 p.m. on any day except Sunday or a public holiday in any area designated in Appendix A and B as "30 Minute Parking" unless other hours and/or days of operation are noted for specific areas in Appendix A and B;

Amended 10/16/06

- C. for more than 60 consecutive minutes between the hours of 9 a.m. and 5 p.m. on any day except Sunday or a public holiday in any area designated in Appendices A and B as "One Hour Parking" unless other hours and/or days of operation are noted for specific areas in Appendix A and B;

Amended 02/07/05

- D. for more than 120 consecutive minutes between the hours of 9 a.m. and 5 p.m. on any day except Sunday or a public holiday in any area designated in Appendices A and B as "Two Hour Parking" unless other hours and/or days of operation are noted for specific areas in Appendix A and B;

Amended 02/07/05

- E. for more than 180 consecutive minutes between the hours of 9 a.m. and 5 p.m. on any day except Sunday or a public holiday in any area designated in Appendices A and B as "Three Hour Parking" unless other hours and/or days of operation are noted for specific areas in Appendix A and B;

Amended 10/16/06

- F. for more than ten (10) hours on any day except Sunday or a public holiday in any area designated in Appendices A and B as "Ten Hour Parking" unless other hours and/or days of operation are noted for specific areas in Appendix A and B;

Amended 02/07/05

11. Manner of Parking Within Metered Parking Spaces:

- A. Vehicles shall be parked within any lines marking or designating a Metered Parking Space. Any vehicle parked in such a manner that it is not within the Metered Parking Space designated by such lines or markings shall be assessed an Improper Parking Charge for the Metered Parking Space that can not be properly occupied by another vehicle.

12. Use of Parking Meters:

- A. **Deposit of Money and Activation of Meter Required:** Except as otherwise provided for in this Ordinance, whenever any vehicle occupies a Metered Parking Space between the hours of 9:00 a.m. and 5:00 p.m. on any day except Sunday or a public holiday, the Operator or Owner of the vehicle immediately shall deposit or cause to be deposited in the parking meter adjacent to the Metered Parking Space the proper amount of United States currency, in accordance with the rate schedule set forth below, and put the parking meter into operation. The failure to deposit United States currency and put the parking meter into operation shall result in the assessment of an Improper Parking Charge against the Owner or Operator of the vehicle occupying the Metered Parking Space.

In the case of vehicles parked in areas with "Pay and Display" parking meters, except as otherwise provided for in this Ordinance, whenever any vehicle occupies a parking space in these areas between the hours of 9:00 a.m. and 5:00 p.m. on any day except Sunday or a public holiday, the Operator or Owner of the vehicle immediately shall deposit or cause to be deposited in the designated "Pay and Display" parking meter the proper amount of United States currency, in accordance with the rate schedule set forth below, and put the parking meter into operation. The failure to deposit United States currency and put the parking meter into operation and properly display a valid "Pay and Display" payment receipt on the occupying vehicle's dashboard with the time of expiration face up and in plain view shall result in the assessment of an Improper Parking Charge against the Owner or Operator of the vehicle occupying the Metered Parking Space.

Amended on 6/19/00, 10/16/06

- B. **Rate Schedule for Parking Meters:** Except for any unexpired time on the parking meter paid for by a previous occupant of the Metered Parking Space, except in the case of the "Pay-By-Space" parking machines, which will be reset to zero (0) time, the Operator or Owner of a vehicle occupying that Metered Parking Space shall deposit into the adjacent parking meter or the "Pay-By-Space" parking machine an amount of coin for the time desired, up to but not exceeding the maximum time, according to the rates set forth below.

Amended on 6/19/00

- (1) In parking areas designated as One (1), Two (2) or Three (3) Hour Parking, the charges shall be ten (10) cents for twelve (12) minutes.
- (2) For parking areas designated as 15 Minute Parking the charge shall be ten (10) cents per 15 consecutive minutes.

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- (3) For parking areas designated as 30 Minute Parking the charge shall be ten (10) cents per 15 consecutive minutes.

Amended 10/16/06

- (4) For 10 hour meters in the Marshall Lot the charge shall be twenty-five (25) cents per hour.

Amended: 05/15/95, 01/08/96, 07/07/03, 10/16/06

- C. **Meter Feeding Prohibited:** After the designated maximum time on a parking meter has expired, no person shall deposit or cause to be deposited in a parking meter additional coins for the purpose of increasing or extending the maximum legally established time for that Metered Parking Space. Each additional deposit of coin into a parking meter shall constitute a separate event of non-compliance with this Ordinance and shall result in the assessment of an Improper Parking Charge against the Owner or Operator of the vehicle occupying the Metered Parking Space beyond the maximum established time for that Metered Parking Space.

Amended 10/16/06

13. Use of Metered Parking Spaces:

- A. **Proper Parking:** Upon the deposit of coin into the parking meter designated for the Metered Parking Space occupied by the vehicle of the Owner or Operator, in the manner prescribed herein, the Metered Parking Space may be properly occupied by that vehicle for the time designated upon the face of the parking meter.

Amended 10/16/06

- B. **Improper Parking:**

- (1) **When Parking Meter Shows "Expired Meter" Signal, Vehicle Must Be Removed From Metered Parking Space:** No person shall permit or cause a vehicle owned or operated by him to remain in a Metered Parking Space when the maximum legally established time on the parking meter for that Metered Parking Space expires and the parking meter indicates or displays an "Expired Meter" signal, whether such "Expired Meter" signal is the result of the failure to deposit a coin and put the parking meter into operation, or the result of the expiration of the authorized time of the parking meter. Or, in the case of "Pay and Display" parking meters, the payment receipt on the dashboard indicates that paid time has expired or there is no payment receipt displayed as a result of the failure to deposit currency and purchase time. Each additional hour, or fraction thereof, that the Operator or Owner permits his vehicle to remain in the Metered Parking Space, beyond the expired maximum established time of the parking meter designated for that Metered Parking Space,

shall constitute a separate event of non-compliance with this Ordinance. Each event of non-compliance shall result in the assessment of an Improper Parking Charge against the Owner or Operator of the vehicle occupying the Metered Parking Space beyond the maximum established time for that Metered Parking Space.

Amended 10/16/06

14. **Exemptions From Requirements of Metered Parking:** Operators of Commercial Motor Vehicles, as defined in RSA 259:12-e, and actually engaged in loading or unloading goods or merchandise; and the operators of official vehicles of the Town of Hanover, actually engaged in the performance of official duties, shall not be required to deposit coins and activate parking meters when parking in areas designated as Metered Parking Spaces. This exemption shall not apply to Permit Parking Areas.

PART D - CHARGES, PENALTIES, AND ENFORCEMENT

15. **Owner Responsibility for Improper Parking:** No person shall permit or cause a vehicle registered in his name to park contrary to any provision of this Ordinance. If the identity of the Operator of a vehicle used or parked contrary to this Ordinance cannot be determined, the name of the person listed as the Owner of the vehicle with the State Division of Motor Vehicles shall be prima facie evidence that the registered Owner was the Operator of the vehicle.
16. **Notice of Charge:** Whenever an Officer observes a vehicle that is parked contrary to any provision of this Ordinance, he shall attach to the vehicle a Notice informing the Operator or Owner that the vehicle has been parked contrary to the provisions of this Ordinance. The Notice shall include the following information:
- A. the location where the vehicle is parked, including, if appropriate, the number of the parking meter;
 - B. the state registration or license number of the vehicle;
 - C. the date and time that the Officer observed the vehicle parked or operated contrary to the provisions of this Ordinance;
 - D. a statement that if the Owner or Operator of the vehicle does not submit payment of an Improper Parking Charge within 14 days after the Notice is placed on the vehicle, the Owner of the vehicle may be served with a summons to appear in court to answer to charges of violating this Ordinance;

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- E. a statement that if the Owner or Operator wishes to challenge or contest, before a court, the charges of violating this Ordinance, he may do so; and
- F. any other facts which the Chief of Police may determine necessary for a thorough understanding of the circumstances.

17. Authority and Procedures for Issuing Notices:

- A. Officers shall have the authority to issue Notices to any vehicle parked contrary to the provisions of this Ordinance or to any Owner or Operator of any vehicle parked contrary to the provisions of this Ordinance.
- B. Officers shall have the authority to issue Notices by using either: (1) a-pre-printed Notice form to be filled in manually by the Officer; or (2) an electronic device that produces a single paper copy of the Notice to be issued.
- C. An electronic record or memory of the Notice issued by an Officer using an electronic device shall be maintained. Any paper printout of that electronic record or memory of the Notice shall be prima facie evidence that it is a valid copy of the original Notice issued.

18. Payment of Improper Parking Charge:

- A. The Operator or Owner of a vehicle receiving a Notice that the vehicle was observed by an Officer to be parked contrary to the provisions of this Ordinance shall submit full payment of the appropriate Improper Parking Charge within fourteen (14) days of the time the Notice was attached to the vehicle by placing the required sum of money in the envelope attached to the Notice and: (1) depositing the Notice envelope and payment in a Notice Collection Box, (2) delivering the Notice envelope and payment to the Hanover Town Office, or (3) mailing the Notice envelope and payment to the Hanover Parking Division at P.O. Box 483, Hanover, NH 03755. The amount of the Improper Parking Charge shall be as follows:

(1) For non-compliance with Part A, Restricted Parking, Sections 7.A. through 7.F. and 7.H of this Ordinance, Restrictions on Parking, the Improper Parking Charge shall be thirty dollars (\$30.00) regularly or forty dollars (\$40.00) if issued in an area designated by the Board of Selectman as an “Enhanced Penalty” area. (Amended 05/15/95) (Reference Prohibited Parking Violations)

Amended on 6/19/00, 10/16/06, 11/16/09

(2) For non-compliance with Section 7.G. of this Ordinance, Controlled Parking Spaces, the Improper Parking Charge shall be seventy-five dollars (\$75.00) for violations of 7.G.1 and 2. (Reference Bus and Loading Zone Violations) The

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Improper Parking Charge shall be five hundred dollars (\$500.00) for violations of 7.G.3. (Reference Handicap Violations) and for violations of 7.G.3.a (Reference Vans Only Handicap Parking) and for violations of 7.G.3.b (Reference Overtime Parking in Handicap Spaces) and 7.G.5 (Reference Unauthorized Parking in Restricted Areas) the Improper Parking Charge will be thirty dollars (\$30.00).

Amended on 6/19/00, 07/07/03, 03/15/04, 10/16/06, 11/16/09

(3) For non-compliance with Part B, Permit Parking, Section 8.C., Permit Parking Areas and Parking Permits of this Ordinance, the Improper Parking Charge shall be thirty dollars (\$30.00). (Amended 05/15/95)

Amended on 6/19/00, 10/16/06

(4) For non-compliance with Section 11 of this Ordinance, Manner of Parking in a Metered Parking Space, the Improper Parking Charge shall be thirty dollars (\$30.00).

Amended 10/16/06

(5) For non-compliance with Section 12.A. of this Ordinance, Deposit of Money and Activation of Meter Required, the Improper Parking Charge shall be ten dollars (\$10.00).

(6) For non-compliance with Section 12.C. of this Ordinance, Meter Feeding Prohibited, the Improper Parking Charge shall be twenty dollars (\$20.00) for each event of meter feeding.

Amended 10/16/06

(7) For non-compliance with Section 13.B. of this Ordinance, Improper Parking, the Improper Parking Charge shall be ten dollars (\$10.00) for the first event of non-compliance with Section 13.B.; fifteen dollars (\$15.00) for the second event of non-compliance with Section 13.B. within the same day; and thirty dollars (\$30.00) for three or more events of non-compliance with Section 13.B. within the same day. (Reference Expired Meter Violations)

Amended on 6/19/00

19. Failure to Submit Timely Full Payment of the Improper Parking Charge is a Violation:

The failure, neglect, or refusal of an Owner or Operator to submit full payment of an Improper Parking Charge within fourteen (14) days of the time the Notice was attached to the vehicle owned or operated by him shall be unlawful and constitute a violation of this Ordinance.

20. Enforcement Procedures:

- A. **Authority to Assess Late Penalty Fee:** The Chief of Police shall have the authority, at any time after the expiration of the fourteen (14) day period from the attachment of the Notice to the vehicle or the issuance of a Towing Notice, but before a court summons has been issued, to send or cause to be sent courtesy notice(s) informing the Owner of the vehicle that Late Penalty Fees have been assessed against him, unless the Owner has submitted a written request to the Hanover District Court asking that a hearing be scheduled regarding the violation of this Ordinance.

Amended on 6/19/00, 10/16/06

- B. **Amount of Late Penalty Fee:** The amount of the initial Late Penalty Fee for each violation shall be equal to the minimum amount of a fine for such violation, as listed below in the schedule of fines. The amount of the Late Penalty Fee shall include the Improper Parking Charge or Towing Charge that was initially assessed. Any additional notice(s) sent to the owner before a court summons has been issued, shall be assessed a \$10.00 penalty for each violation listed on the notice.

Amended on 6/19/00

- C. **Issuance of Summons:** If an Owner or Operator fails, neglects, or refuses to make full payment of the Improper Parking Charge or Towing Charge, within twenty-eight (28) days of the time the Notice was attached to the vehicle or the date that the Towing Notice was issued, then the Chief of Police, or an Officer, may issue a summons to the Operator or Owner of the vehicle used in a violation of this Ordinance to appear in court to answer to the charges of violating this Ordinance.

Amended on 11/16/09

- D. **Schedule of Fines:** Any person found by a court of law to be guilty of a violation of this Ordinance shall be required to pay an amount designated under this Schedule of Fines. (Appendix C)

(1) For failure to pay the Improper Parking Charge assessed under Part D, Section 18, **Payment of Improper Parking Charge**, for non-compliance with Part A, Sections 7.A. through 7.F. or 7.H of this Ordinance, **Restrictions on Parking**, the minimum fine shall be seventy dollars (\$70.00) or ninety dollars (\$90.00) if enhanced penalty violation) and the maximum fine shall not be more than \$1,000.00. (Amended 05/15/95)

Amended on 06/19/00, 10/16/06, 11/16/09

(2) For failure to pay the Improper Parking Charge assessed under of Section 7.G. of this Ordinance, **Controlled Parking Spaces**, the minimum fine shall be one hundred sixty dollars (\$160.00) for violations of 7.G.1 or 2, one thousand dollars (\$1,000.00) for violations of 7.G.3 and seventy dollars (\$70.00)

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for violations of 7.G.3.a., 7.G.3.b and 7.G.5. The maximum fine shall not be more than \$1,000.00.

Amended 07/07/03, 03/15/04, 10/16/06, 11/16/09

(3) For failure to pay the Improper Parking Charge assessed under Part D, Section 18, **Payment of Improper Parking Charge**, for non-compliance with Part B, **Permit Parking**, Section 8.C., **Permit Parking Areas and Permit Parking Stickers**, the minimum fine shall be seventy dollars (\$70.00) and the maximum fine shall not be more than \$1,000.00.

Amended 05/15/95, 10/16/06

(4) For failure to pay the Improper Parking Charge assessed under Section 11 of this Ordinance, Manner of Parking within Metered Parking Spaces, the minimum fine shall be seventy dollars (\$70.00) and the maximum fine shall not be more than one thousand dollars (\$1,000).

Amended on 06/19/00, 10/16/06

(5) For failure to pay the Improper Parking Charge assessed under Section 12.A. of this Ordinance, **Deposit of Money and Activation of Meter Required**, the minimum fine shall be thirty dollars (\$30.00) and the maximum fine shall not be more than one thousand dollars (\$1,000).

Amended on 06/19/00

(6) For failure to pay the Improper Parking Charge assessed under Section 12.C. of this Ordinance, **Meter Feeding Prohibited**, the minimum fine for violations arising from an event of non-compliance shall be fifty dollars (\$50.00) and the maximum fine shall not be more than one thousand dollars (\$1,000).

Amended on 10/16/06

(7) For failure to pay the Improper Parking Charge assessed under Section 13.B. of this Ordinance, **Improper Parking**, the minimum fine for violations arising from an event of non-compliance with this section shall be as follows: for the first event of non-compliance - thirty dollars (\$30.00); for the second event of non-compliance within the same day - forty dollars (\$40.00); and for three or more events of non-compliance within the same day; seventy dollars (\$70.00). The maximum fine shall not be more than one thousand dollars (\$1,000).

(8) For failure to pay the Towing Charge assessed under Section 21 of this Ordinance, **Removal of Vehicle**, the minimum fine shall be one hundred ten dollars (\$110.00) and the maximum fine shall not be more than five hundred dollars (\$500.00).

Amended on 06/19/00

21. Removal of Vehicles: The Chief of Police or his designees may cause the removal and storage of a vehicle for the reasons specified in RSA 31:102 and 262:32 by using the procedures set forth in RSA 262:33 through 40-b.

A. **Imposition of Towing Charge:** In the event that the Chief of Police or an Officer determines that it is necessary to cause the removal, towage and storage of a vehicle Parked contrary to the time restrictions set forth under Section 7.E.(Winter and Summer Overnight Parking Bans), the Owner shall be required to pay a Towing Charge.

B. **Notice of Towing Charge:** Whenever a vehicle is towed and stored under section 21.A the officer causing the vehicle to be towed and stored shall cause a Towing Notice to be sent to the Owner by placing such Towing Notice in the mail within twenty four (24) hours of the time the vehicle was towed or removed. The Towing Notice shall include the following information:

- (1) the state registration or license number of the vehicle;
- (2) the location where the vehicle was parked;
- (3) the date and approximate time that the Officer caused the vehicle to be removed or towed;
- (4) a statement that if the Owner or Operator of the vehicle does not submit payment of a Towing Charge within 14 days from the date of the Notice, the Owner of the vehicle may be served with a summons to appear in court to answer to charges of violating this Ordinance;
- (5) a statement that if the Owner or Operator wishes to challenge or contest the Towing Charge, the Owner may submit a written request for a hearing before the Chief of Police within seven (7) days of the issuance date of the Towing Notice.

The written request shall be mailed or delivered to the Hanover Police Station at 46 Lyme Road, Hanover, NH 03755;

- (6) the issuance date of the Towing Notice;
- (7) a brief statement of the reason for the removal or towage of the vehicle;
- (8) the location of where the vehicle is being stored, and;
- (9) any other facts which the Chief of Police may determine necessary for a thorough understanding of the circumstances.

Ordinance #6
Parking Ordinance continued...

- C. **Amount of Towing Charge:** In the case of vehicles towed under section 21.A the amount of the Towing Charge shall be fifty dollars (\$50.00).
- D. **Payment of Towing Charge:** The Operator or Owner of a vehicle receiving a Towing Notice under section 21.A-C shall submit full payment of the Towing Charge within fourteen (14) days of the date the Towing Notice was issued by: (1) depositing payment in a Notice Collection Box; (2) delivering payment to the Hanover Town Offices, at 41 South Main Street, Hanover, NH; or (3) mailing or delivering such payment to the Hanover Police Station at 46 Lyme Road, Hanover, NH 03755.
- E. **Failure to Submit Timely Full Payment of Towing Charge is a Violation:** The failure, neglect, or refusal of an Owner or Operator to submit full payment of a Towing Charge under section 21.A-D within fourteen (14) days of the date the Notice was issued shall be unlawful and constitute a violation of this Ordinance.
- F. **Removal of Vehicles from Public Property:** The Chief of Police, his designee or the person in control of any of the publicly owned property listed in paragraph 21.J on which a vehicle is parked without permission or authorization, or is apparently abandoned may:
 - (1) Cause the removal of the vehicle in a reasonable manner, provided in the case of the person in control of the publicly owned property, that he gives notice of such removal to the police department as soon as reasonably possible; or
 - (2) In the case of the person in control of the publicly owned property, that he notifies the police department that he wishes to have such vehicle removed from the parking lot, whereupon the police department shall cause the removal of such vehicle pursuant to the removal, impoundment and notice procedures required by RSA 262:33.

Amended on 11/16/09

- G. If a vehicle is towed from any public place, charges for removal and storage shall not be assessed against the vehicle owner unless there is posted in the public place a conspicuous notice that illegally parked vehicles are subject to towing at the owner's expense.
- H. In the case of vehicles towed under section 21.F the amount of the towing and storage charges shall be determined by the towing company providing the service. All charges shall be reasonable.
- I. The police department shall maintain a log of such requests to have a vehicle removed or notice of a removal.

Ordinance #6
Parking Ordinance continued...

- J. Public property on which unauthorized vehicles may be removed from include, but are not limited to, all on-street parking or parking lots designated in Appendices A-C as Permit Parking, plus the parking areas, driveways and outdoor areas of:
1. Summer Park Housing
 2. The Richard W Black Senior and Community Center
 3. The Howe Library
 4. The Public Safety facility
 5. The Richard Hauger Public Works facility
 6. Hanover Public Works Shed #2

K. **Administrative Hearings Contesting Towing Charges:**

- (1) **Authority to Hold Hearing:** The Chief of Police or his designee shall have the authority to hear complaints from Owners or Operators who have been assessed a Towing Charge. Within ten (10) days of the hearing the Chief of Police or his designee shall issue a decision, upholding, modifying or vacating the assessment of a Towing Charge. (RSA 262:33, III)
- (2) **Hearing Decision Standards:** The assessment of a Towing Charge shall be vacated if the Owner or Operator demonstrates that sufficient grounds did not exist for the removal or towage of a vehicle based on the standards set forth under RSA 262:32, RSA 31:102, Section 21.A of this ordinance or Section 21.F of this ordinance.
- (3) **Refund of Towing Charge:** In the event that a decision is made to vacate the assessment of a Towing Charge, any sums paid by the Owner or Operator in satisfaction of the Towing Charge shall be refunded within ten (10) days of the decision.

Section 21 was amended 11/16/92, 03/15/04

21.5 Immobilization of Vehicles: The Chief of Police or his designee, may cause the immobilization of any motor vehicle by a mechanical device in accordance with the provisions of this section.

- A. **Notice:** At any time subsequent to the accumulation of ten (10) unpaid parking violations or the accumulation of unpaid parking fines in excess of \$90.00 attributable to motor vehicle(s) registered to an individual, the Chief of Police or his designee may send a notice by certified mail to the registered owner of said vehicle(s). Said notice may also be given by affixing same to the driver's side window of any vehicle known to be registered to an individual that meets the

Ordinance #6
Parking Ordinance continued...

criteria as detailed in this paragraph. This notice shall contain the following information:

- (a) the date, time, and location of the violations leading to the issuance of the notice;
- (b) a statement to the clear effect that failure to resolve the violations prior to a certain specified date not less than five (5) days subsequent to the date of the notice, will lead to the immobilization of any vehicle registered in the name of the individual pending such resolution;
- (c) a statement that the recipient of the notice may contact the Chief of Police or his appropriate designee to arrange a hearing on the subject of the violations.

- B. **Hearing**: At the request of any recipient of a notice pursuant to this section, the Chief of Police or his designee shall arrange a hearing before the official charged with the administration of parking enforcement. Such hearing shall be scheduled during normal business hours. The Chief of Police or his appropriate designee shall conduct and preside over all hearings scheduled under this section. The hearings shall be informal and the rules of evidence shall not apply. At such hearings, the individual that is the subject of the hearing may present any defense of law or fact which is relevant to the issue of whether or not his or her name should be placed on the list of owners whose vehicles are subject to immobilization. The decision of the Chief of Police or his designee shall be final subject only to judicial review.
- C. **Immobilization List**: The Chief of Police or his designee shall maintain a list of individuals whose vehicles are subject to being immobilized by mechanical device pending final resolution of unpaid parking violations. Contained on this list shall be all individuals for which the notice specified in section (1-2) above was provided. Individuals shall not be placed on this list in the event that the Chief of Police, or his designee, after hearing, orders otherwise, or in the event that the parking fine is paid in full for all violations contained in the notice mail.
- D. **Immobilization**: Upon determination that an individual whose name is listed in the immobilization list pursuant to section (3) above and has a vehicle registered in their name that is parked on any public way or in any municipal parking lot, that vehicle may be immobilized.
- E. **Immobilization for Unauthorized Parking**: For violations of Part A, Section 7.G.5 (Restricted Parking Areas) or Part B, Section 8.A.C (Permit Parking Areas – Permit Required), the Chief of Police or his designee may cause the immobilization of a vehicle parked in violation of this section of the ordinance

Ordinance #6
Parking Ordinance continued...

without prior notice to the owner, provided the restricted parking area or permit parking area is posted with an official sign warning that unauthorized vehicles will be subject to immobilization, fines and immobilization device removal fees.

- F. **Release of Immobilized Vehicle; Removal From List:** Individuals may be removed from the immobilization list and/or have immobilization devices removed from their vehicles in the following manner: (1) by order of the Chief of Police or his designee after hearing; (2) by payment in full of all parking fines attributable, arising out of the violations that caused the immobilization under 21.5.E or contained in the notice issued pursuant to section 21.5.A (3) by posting a cash bond with the Chief of Police in any amount sufficient to make payment in full of all parking fines attributable, arising out of the violations that caused the immobilization under 21.5.E or contained in the notice issued pursuant to section 21.5.A, to allow a judicial determination of the violations pursuant to state law; and (4) by judicial determination resolving the violations in accordance with state law and the payment of any fine arising out of such determination.
- G. **Removal of Immobilized Vehicles:** Individuals that have not arranged for the removal of an immobilization device on their vehicle within 24 hours of immobilization under Section 21.5.F may have their vehicle towed at the discretion of the Chief of Police or his designee. Said individual shall be responsible for towing and storage charges pursuant to NH RSA 262:33. The amount of the towing and storage charges shall be determined by the towing company providing the service. All charges shall be reasonable.
1. Owners and operators may contest towing charges following the same procedures as detailed in 21.K.
 2. Time restrictions in Paragraph G shall not supersede an immediate need to remove an immobilized vehicle by towing as required under Part A.7.E. (Winter Parking Ban).
- H. **Fine for Removal:** Any person removing an immobilization device without authority shall be guilty of a violation punishable by a fine of not more than \$1,000.

Section 21.5 was adopted 04/04/94
Amended: 06/02/03, 03/15/04

ORDINANCE #6

APPENDIX A

The number and type of designated parking spaces in this Appendix is accurate as of November 16, 2009, but may change from time to time with changes recorded at least annually.

ALLEN LANE

East Side: Prohibited parking.

West Side: 2-hour parking.

ALLEN STREET

One way traffic in a westerly direction from South Main Street to School Street.

North Side: Between South Main Street and School Street parking is prohibited except for loading and unloading in the marked "Unloading Zone". Between School Street and Prospect Street, five (5) municipal only parking spaces, with the remainder prohibited parking.

Amended 06/19/00, 11/16/09

South Side: Between South Main Street and the entrance to the Municipal Parking Lot #1, parking is prohibited except in four (4) 15-minute limit metered parking spaces. Between the entrance to Municipal Parking Lot #1 and School Street, five (5) 2-hour limit metered parking spaces and one (1) permit parking space. Between School Street and Prospect Street, parking is permitted only in the six (6) 10-hour limit metered parking spaces. From the last metered space to Prospect Street, parking is prohibited.

Effective 11/7/87 and Amended 06/19/00, 10/16/06, 11/16/09

AUSTIN AVENUE

Between South Park Street and driveway to residences at 6, 7 & 10 Austin Avenue parking prohibited on both sides. Between the driveway to residences at 6, 7 and 10 Austin Avenue and the intersection with Valley Road, parking is prohibited on the west side and on the east side is allowed by permit only, and is prohibited for all other vehicles between the hours of 7:00 a.m. and 6:00 p.m. except on weekends.

Amended and effective 4/6/98

BARRYMORE ROAD

Parking prohibited on both sides of the road between 8:00 a.m. and 5:00 p.m.

Amended 9/26/89

Ordinance #6, Appendix A
Parking Ordinance continued...

BROCKWAY ROAD

Parking prohibited on both sides of the road between 8:00 a.m. and 5:00 p.m.

Amended 9/26/89

BROOK ROAD

Parking prohibited northwest of the Mink Brook Natural Preserve to Thompson Terrace on both sides.

Amended 9/26/89

BUELL STREET

Parking prohibited on both sides.

Amended and effective 4/8/89

CHASE ROAD

Parking Prohibited both sides, except with display of Chase or Tyler Road resident parking permit and where marked with signs "Dagmar's Place Visitor Parking".

Amended 03/15/04

CHOATE ROAD

One way traffic in a southerly and easterly direction from Clement Road to North Main Street.

South Side: Between Clement Road and North Main Street parking prohibited from 12:00 midnight to 5:00 p.m.

North Side: Parking prohibited.

CLEMENT ROAD

Parking prohibited on both sides.

CONANT ROAD

Between the Tyler Road and Rayton Road intersections, parking is prohibited on both sides.

Amended and Effective 4/6/98

Ordinance #6, Appendix A
Parking Ordinance continued...

CROSBY STREET

Between Lebanon Street and East Wheelock Street parking prohibited on the east side. Ten (10) 2-hour limit and seven (7) 10-hour limit metered parking spaces on the west side. The remainder of the west side prohibited parking.

Amended 06/19/00, 07/07/03, 10/16/06

CURRIER PLACE

Between Lebanon Street and Buell Street parking prohibited on both sides.

Amended 06/19/00

CURTISS ROAD

On both sides of the road between the Bridgman Road intersection and the Dresden Road intersection stopping, standing and parking is prohibited.

Adopted 11/21/05

DANA ROAD

Between East Wheelock Street and Valley Road, parking is prohibited on the west side from the south end of the residence at 7 Dana Road to the intersection with Valley Road.

Amended and effective 4/6/98

DORRANCE PLACE

South Side: Parking prohibited between South Main Street and Currier Place.

North Side: Between South Main Street and Gould Road three (3) 2-hour limit metered parking spaces and one (1) handicap parking space. Between Gould Road and Currier Place parking prohibited.

Amended 06/19/00, 08/23/01, 11/16/09

DOWNING ROAD

Parking is prohibited from the southwest corner of the intersection of Maple Street and River Ridge Road to the property line between 4 and 8 Downing Road.

Amended 09/12/94

Ordinance #6, Appendix A
Parking Ordinance continued...

DRESDEN ROAD

On both sides of the road between number 9 Dresden Road and the intersection with Curtiss Road stopping, standing and parking is prohibited.

Adopted 11/21/05

EAST SOUTH STREET

One way traffic in a westerly direction from Sanborn Road to a sign near the entrance to Howe Library.

North Side: From Sanborn Road to South Main Street parking prohibited.

Amended 06/19/00

South Side: From Sanborn Road to the Howe Library, parking prohibited. From the Howe Library to Currier Place , one (1) handicapped space and eleven (11) Howe Library 15-minute patron parking spaces. From Currier Place to South Main Street fifteen (15) 2-hour limit metered parking spaces.

Amended 06/19/00, 07/07/03, 11/16/09

EAST WHEELOCK STREET

North Side: Eastward from the North Main Street intersection three (3) spaces reserved for "taxis" only and twenty-one (21) 2-hour limit metered parking spaces to College Street. From College Street to Grasse Road parking prohibited.

Amended 06/19/00, 08/23/01, 07/07/03, 10/16/06, 11/16/09

South Side: Between South Main Street and Crosby Street, two (2) spaces in front of the Hanover Inn for buses only marked "Bus Stop" on pavement and signed, two (2) handicap parking spaces and twenty-seven (27) 2-hour limit metered parking spaces. Between Crosby Street and South Park Street twenty-eight (28) 2-hour limit metered parking spaces and one (1) handicap parking space.

Between South Park Street and Grasse Road on the North side parking prohibited.

Amended 05/17/88, 06/19/00, 10/16/06, 11/16/09

GOULD PLACE

Parking prohibited both sides.

Adopted 09/23/96

HILTON FIELD LANE

Between Rope Ferry Road and Occom Ridge Road parking prohibited.

HOVEY LANE

Between Lebanon Street and the Northwest corner of the Hanover High School soccer field twenty-two (22), Parking by Town of Hanover Permit only spaces, four (4) Student Permit Parking Only spaces, one (1) Handicapped space and thirty-two (32) permit spaces. From the

Northwest corner of the Hanover High School soccer field to the track entrance eleven (11) Student Permit Parking Only spaces. These preceding rules apply between 7:30 am and 3:30 pm weekdays. From the track entrance to Buell Street parking prohibited on both sides.

Effective 07/1/87, 08/15/89

Amended 06/19/00, 12/04/00, 08/23/01, 07/07/03, 02/07/05

LEBANON STREET

South Side: Between South Main Street and Currier Place one (1) space for buses marked "Bus Stop" on pavement and signed, one (1) Handicap parking space and six (6) 2-hour limit metered parking spaces. Between Currier Place and Sanborn Road eleven (11) 2-hour limit metered parking spaces. Between Sanborn Road and Hovey Lane eight (8) Permit Parking Only spaces signed "E". Between Hovey Lane to the west end of the Richmond School "No Parking" except to load and unload, marked "Unloading Zone". Between the west end of the Richmond School and the Summer Street intersection "Bus Zone", stopping or standing prohibited during school hours (signed). In front of Hanover High School one (1) Handicap Parking space and between 7:30 am and 3:30 pm weekdays, seventeen (17) combined 2-hour limit metered parking or Parking by Town of Hanover Permit Only spaces.

Amended 05/17/88, 06/17/96, 09/23/96, 06/19/00, 12/04/00, 08/23/01, 07/07/03, 02/07/05, 10/16/06

North Side: Between South Main Street and the entrance to Dartmouth College's Buildings and Grounds area, fourteen (14) 2-hour limit metered parking spaces and five (5) Permit Parking Only spaces signed "D". Between Crosby Street and Summer Street, between 7:30 am and 3:30 pm weekdays twenty-five (25) Parking by Town of Hanover Permit Only spaces and five (5) 10-hour limit metered parking spaces. Between Summer Street and #50 Lebanon Street, between 7:30 am and 3:30 pm weekdays sixteen (16) combined 2-hour limit metered parking spaces or Parking by Town of Hanover Permit Only spaces. Parking prohibited between the South Park Street intersection and Greensboro Road.

Amended 05/17/88, 06/17/96, 06/19/00, 12/04/00, 08/23/01, 07/07/03, 02/07/05, 10/16/06

LEWIN ROAD

Between Maple Street and Weatherby Road parking is prohibited on both sides, except by temporary permit issued to guests of Lewin Road residents by Hanover Parking Operations.

Lewin Road residents may request temporary guest event parking permits by providing at least 72 hours notice to Hanover Parking Operations prior to the event. Guest permits are valid between the hours of 7:00 am. and midnight.

Amended 05/19/03

MAPLE STREET

Between the South Main Street and School Street intersection and Downing Road parking prohibited on both sides.

Effective 7/01/87
Amended 04/04/94

MAYNARD STREET

North Side: Prohibited parking.

Amended 5/17/88, 12/19/91, 06/19/00

South Side: Eight (8) 2-hour limit metered parking spaces two (2) handicap parking spaces.

Amended 12/19/91, 04/04/94, 06/19/00, 08/23/01, 10/16/06

NORTH BALCH STREET

From East Wheelock Street to Parkway 2-hour parking allowed from 7:00 a.m. to 12:00 midnight on the west side. Prohibited parking east side.

Amended 06/19/00

NORTH COLLEGE STREET

One way traffic in a northerly direction from East Wheelock Street to Wentworth Street.

Ordinance #6, Appendix A
Parking Ordinance continued...

East Side: Between East Wheelock and Wentworth Street, parking prohibited from 7:00 a.m. to 6:00 p.m. except Sundays. Between Wentworth Street and the North end of Baker Library eighteen (18) 2-hour limit metered parking spaces and one (1) handicapped parking space. Between the north end of Baker Library and the junction of Lyme Road (Route 10) and North Park Street parking Prohibited.

Amended 05/17/88, 06/19/00, 08/23/01, 10/16/06, 11/16/09

West Side: Between East Wheelock Street and Wentworth Street parking prohibited. Between Wentworth Street and the North end of Baker Library nineteen (19) 2-hour metered parking spaces and one (1) handicap parking space. Between the North end of Baker Library and Lyme Road (Route 10) and North Park Street intersection parking prohibited. Parking Prohibited on corner nearest Wentworth Street.

Amended 04/04/94, 06/19/00, 08/23/01, 07/07/03, 11/16/09

NORTH MAIN STREET

One Way traffic in a southerly direction from Wentworth Street to Wheelock Street.

East Side: Between the junction of Maynard Street and Webster Avenue parking prohibited. Between Webster Avenue and Wentworth Street twenty-four (24) 2-hour limit metered parking spaces and five (5) handicapped parking spaces.

Amended 08/23/01, 07/07/03, 10/16/06, 11/16/09

West Side: Between Maynard Street intersection and West Wheelock Street parking prohibited, except one (1) space for buses marked "Bus Stop" near junction with Wentworth Street in front of Parkhurst Hall.

Amended 06/19/00

NORTH PARK STREET

Between the junction of East Wheelock Street and the junction of Lyme Road (Route 10) parking prohibited on both sides.

OCCOM RIDGE ROAD

East Side: Between Hilton Field Lane and the north access to Occom Ridge residences, prohibited parking with an enhanced penalty. Between the North access to Occom Ridge residences and Clement Road intersection parking prohibited. Between Clement Road and Webster Avenue, parking prohibited.

Effective 09/14/98 Amended 09/14/98, 06/19/00

Ordinance #6, Appendix A
Parking Ordinance continued...

West Side: Between Hilton Field Lane and the North access to Occom Ridge residences, prohibited parking with an enhanced penalty. From the north access to Occom Ridge Residences to Clement Road parking permitted from 7:00 a.m. to 12:00 midnight. From Clement Road to Webster Avenue parking prohibited.

PARKWAY

Between North Park Street and North Balch Street parking prohibited on both sides.

PLEASANT STREET

One way traffic in a southerly and easterly direction between Maple Street and School Street. Parking prohibited from Maple Street to School Street on the west and south side of the street. Parking prohibited from Maple Street to the point where the street turns and runs easterly, on the east side of the street. Two hour parking on the north side of the street from the southwesterly corner of land now or formerly of Smith (Kendall A. & Lynn B. Smith, 11 Pleasant Street) to School Street.

Amended & Effective 9-22-98

PROSPECT STREET

West Side: Between Allen Street and Maple Street 2-hour parking.

East Side: Between Allen Street and Maple Street parking prohibited.

RIPLEY ROAD

Parking prohibited from 12:00 midnight to 5:00 p.m.

ROPE FERRY ROAD

Parking prohibited between Maynard Street and intersection with Hilton Field Lane.

SANBORN ROAD

One way traffic in a southerly direction from Lebanon Street to East South Street. Parking prohibited on east side. Parking prohibited on west side from 6:00 a.m. to 6:00 p.m.

SCHOOL STREET

West Side: Between West Wheelock Street and Ripley Road parking prohibited.

East Side: Between West Wheelock Street and Allen Street parking prohibited. Between Allen Street and Maple Street eleven (11) 10-hour limit metered parking spaces. Between Maple Street and Ripley Road parking prohibited.

Amended 06/19/00, 10/16/06

SOUTH BALCH STREET

Between East Wheelock Street and Valley Road, parking is prohibited along the east side. Along the west side, parking is prohibited from the south end of the residence at 4 South Balch Street to the intersection with Valley Road.

SOUTH MAIN STREET

West Side: Between the West Wheelock Street intersection and private drive (“Olde Nugget Alley”) prohibited parking. Between private drive entrance and Allen Street twelve (12) 2-hour limit metered parking spaces and one (1) Handicap parking space. Between Allen Street and Maple Street one (1) Police Parking Only space, sixteen (16) 2-hour limit metered parking spaces and one (1) Handicap parking space.

Amended 06/17/96, 08/23/01, 11/16/09

East Side: Between East Wheelock Street and the exit from Lot #3 (north of Ledyard National Bank) nineteen (19) 2-hour limit metered parking spaces and one (1) Handicap parking space and one (1) handicap parking space. Between the Lot #3 exit and Lebanon Street eight (8) 2-hour limit metered parking spaces. Between Lebanon Street and East South Street No Parking. Between East South Street and Dorrance Place, two (2) 2-hour limit metered parking spaces. Between Dorrance Place and the Lebanon City Line parking prohibited.

Amended 05/17/88, 06/17/96, 06/19/00, 08/23/01, 07/07/03, 10/16/06, 11/16/09

SOUTH PARK STREET

Parking prohibited on both sides.

SUMMER STREET

Parking prohibited on both sides.

THOMPSON TERRACE

Parking prohibited on both sides.

Amended 9/26/89

TYLER ROAD

Parking prohibited both sides, except with display of Chase or Tyler Road resident parking permit.

Amended and effective 4/6/98, 03/15/04

VALLEY ROAD

Between South Park Street and the intersection with Austin Avenue parking prohibited north and south side. Between the intersection with Austin Avenue and the intersection with Valley Road Extension, parking is prohibited along the north side. Between the intersection with Austin Avenue and the intersection with Conant Road, parking is allowed by permit only along the south side, and is prohibited for all other vehicles between the hours of 7:00 a.m. and 6:00 p.m. except on weekends.

Amended and effective 4/6/98

VALLEY ROAD EXTENSION

Between East Wheelock Street and Valley Road, parking is prohibited on the west side.

Amended and effective 4/6/98

Ordinance #6, Appendix A
Parking Ordinance continued...

WEBSTER AVENUE

North Side, parking prohibited. South Side, parking by permit only and two (2) handicap parking spaces.

Amended 06/19/00, 11/16/09

WEATHERBY ROAD

Between Lewin Road and River Ridge Road parking is prohibited on both sides, except by temporary permit issued to guests of Weatherby Road residents by Hanover Parking Operations. Weatherby Road residents may request temporary guest event parking permits by providing at least 72 hours notice to Hanover Parking Operations prior to the event. Guest permits are valid between the hours of 7:00 a.m. and midnight.

Amended 05/19/03

WENTWORTH STREET

One way traffic in a westerly direction from North College Street to North Main Street. Parking prohibited on both sides.

WEST WHEELOCK STREET

South Side: Between South Main Street intersection and Ledyard Bridge, Vermont State Lane, parking prohibited.

North Side: Between North Main Street and School Street intersection eighteen (18) 2-hour limit metered parking spaces and one (1) handicap space. Between School Street intersection and Ledyard Bridge, Vermont State Line, parking prohibited.

Amended 06/19/00

WEST STREET

Parking prohibited on both sides.

WOODROW ROAD

Parking prohibited on both sides of the road between 8:00 a.m. and 5:00 p.m.
Effective 11/7/87 Amended and effective 4/9/89

ORDINANCE #6

APPENDIX B

The number and type of designated parking spaces in this Appendix is accurate as of November 16, 2009, but may change from time to time with changes recorded at least annually.

ALLEN LOT

Located at the northeast corner at intersection of School Street and Allen Street (north side). Sixteen (16) permit parking spaces

Amended 05/17/88, 06/19/00

BANWELL LOT

Located south of West Wheelock Street at junction with Mass Row eight (8) permit parking spaces.

EAST SOUTH STREET LOT

Located on the north side of East South Street across from the main entrance of the Howe Library eight (8) two (2) hour spaces for Howe Library patrons.

Amended 06/19/00

HOWE LIBRARY LOT

Lower: Located at the junction with East South Street and Currier Place thirty (30) 3-hour spaces for Howe Library patrons and one (1) handicap parking space. Upper: Located on the North side of South Street, eight (8) 2-hour spaces.

Effective 7/1/87 and Amended 06/19/00, 11/16/09, 11/16/09

MARSHALL LOT

Located on the corner of Maple Street and School Street, directly across the street from the Fleet Bank Platform, eighty-one (81) 10-hour limit metered parking spaces and two (2) handicap spaces.

Amended 06/17/96, 06/19/00, 10/16/06

MUNICIPAL LOT #1

Located between Allen Street on the north and Maple Street on the south. Eighty-four (84) 3-hour limit metered parking spaces, two (2) handicap parking spaces and one (1) handicap parking space for vans only, four (4) spaces behind the Municipal Town Office building designated as "Municipal Business Only", (3) reserved parking spaces for Molly's Balloon and one (1) loading zone behind Molly's Balloon.

Amended 06/17/96, 06/19/00, 10/16/06, 11/16/09

MUNICIPAL LOT #3

Located east of South Main Street and north of Lebanon Street, with entrance on Lebanon Street behind the Citizen's Bank. One (1) Unloading Zone at rear entrance to the Hanover Inn, one (1) Handicap parking space at the southeast entrance to the Hopkins Center and nine (9) 2-hour limit metered parking spaces.

Amended 05/17/88, 06/17/96, 06/19/00, 08/23/01, 07/07/03, 10/16/06, 11/16/09

MUNICIPAL LOT #5 - WEST WHEELLOCK STREET

Entrance located on West Wheelock Street, five (5) 2-hour limit metered parking spaces, nine (9) permit parking only spaces and one (1) handicap space.

Amended 05/17/88, 06/19/00, 10/16/06, 11/16/09

MUNICIPAL LOT #6

Located on the north side of Lebanon Street west of entrance to Hopkins Center, twenty-four (24) 2-hour metered parking spaces, three (3) spaces reserved to Dartmouth College and two (2) handicap parking spaces.

Amended 04/04/94, 06/19/00

Ordinance #6, Appendix B
Parking Ordinance continued...

MUNICIPAL LOT #7

Located on the north side of Lebanon Street, east of entrance to the Hopkins Center, twenty-nine (29) 2-hour metered parking spaces. One (1) handicap parking space adjacent to unloading zone for Hopkins Center.

Amended 06/19/00, 10/16/06

PARKING FACILITY – LEBANON STREET – 288 Spaces

- Level 1 (Surface): Sixty (60) Short-term spaces and four (4) Handicap spaces
- Level 2 (East): Forty-six (46) Short-term spaces, ten (10) Permit spaces and two (2) Handicap spaces
- Level 2 (West): Thirty-two (32) Short-term spaces, twenty-five (25) Permit spaces, one (1) Handicap space, and five (5) Permit spaces for 7 Lebanon Street
- Level 3: Forty-two (42) Permit spaces and four (4) for Hanover Park
- Level 4: Thirty-six (36) Permit spaces

Amended on 11/16/09

PUBLIC SAFETY FACILITY PARKING LOT (46 LYME ROAD)

Parking restricted to Public Safety Facility business only.

Amended 03/15/04

PUBLIC WORKS SHED #2 FACILITY PARKING LOT (181 GREENSBORO ROAD)

Parking restricted to Public Works Shed #2 Facility business only.

Amended 03/15/04

PUBLIC WORKS ROUTE 120 FACILITY PARKING LOT (194 LEBANON STREET)

Parking restricted to Public Works Facility business only.

Amended 03/15/04

Ordinance #6, Appendix B
Parking Ordinance continued...

SUMMER PARK HOUSING & RICHARD W. BLACK COMMUNITY / SENIOR CENTER PARKING LOT (42 LEBANON STREET)

East Lot: Parking by Summer Park permit only.

West Lot: Parking restricted to Community and Senior Center business only.

RICHARD W. BLACK COMMUNITY/SENIOR CENTER PARKING LOT (48 LEBANON STREET)

Parking restricted to Community and Senior Center business only.

Amended 03/15/04

SOUTH BLOCK LOT

Located mid-block along the south side of South Street, two (2) handicap parking space, one (1) Hanover True Value reserved space, two (2) Ramunto's Brick and Brew reserved spaces and fifteen (15) 2-Hour limit metered parking spaces.

Amended on 06/19/00, 10/16/06, 11/16/09

ORDINANCE #6

APPENDIX C

PARKING RATES & FEES

The information in this Appendix is accurate as of November 16, 2009, but may change from time to time with changes recorded at least annually.

Fines

<u>EXPIRED METER</u>	<u>\$10.00</u>
First Notice 14 days unpaid	\$20.00
Second Notice 28 days unpaid	\$30.00

<u>SECOND EXPIRED METER THIS DATE</u>	<u>\$15.00</u>
First Notice 14 days unpaid	\$30.00
Second Notice 28 days unpaid	\$40.00

<u>THIRD EXPIRED METER THIS DATE</u>	<u>\$30.00</u>
First Notice 14 days unpaid	\$60.00
Second Notice 28 days unpaid	\$70.00

<u>METER FEEDING</u>	<u>\$20.00</u>
First Notice 14 days unpaid	\$40.00
Second Notice 28 day unpaid	\$50.00

Amended 10/16/06

<u>PARKING IN PROHIBITED ZONE</u>	<u>\$30.00</u>
First Notice 14 days unpaid	\$60.00
Second Notice 28 days unpaid	\$70.00

Amended 10/16/06

<u>PARKING IN PROHIBITED ZONE (Enhanced Penalty)</u>	<u>\$40.00</u>
First Notice 14 days unpaid	\$80.00
Second Notice 28 days unpaid	\$90.00

Amended 10/16/06

<u>OVERTIME 2-HR ZONE</u>	<u>\$30.00</u>
First Notice 14 days unpaid	\$60.00
Second Notice 28 days unpaid	\$70.00

Amended 10/16/06

Ordinance #6, Appendix C
Parking Ordinance continued...

Fines continued...

<u>NO PARKING 12:01 a.m. – 7:00 a.m. / 2 a.m. – 6 a.m.</u>	<u>\$30.00</u>
First Notice 14 days unpaid	\$60.00
Second 28 days unpaid	\$70.00

Amended 10/16/06

<u>NO TOWN PERMIT</u>	<u>\$30.00</u>
First Notice 14 days unpaid	\$60.00
Second Notice 28 days unpaid	\$70.00

Amended 10/16/06

<u>LEFT WHEELS TO CURB</u>	<u>\$30.00</u>
First Notice 14 days unpaid	\$60.00
Second Notice 28 days unpaid	\$70.00

Amended 10/16/06

<u>IMPROPER PARKING</u>	<u>\$30.00</u>
First Notice 14 days unpaid	\$60.00
Second Notice 28 days unpaid	\$70.00

Amended 10/16/06

<u>LOADING / BUS ZONE</u>	<u>\$75.00</u>
First Notice 14 days unpaid	\$150.00
Second Notice 28 days unpaid	\$160.00

<u>HANDICAPPED SPACE</u>	<u>\$500.00</u>
First Notice 14 days unpaid	\$1000.00
Second Notice 28 days unpaid	\$1000.00

Amended on 11/16/09

<u>OVERTIME PARKING HANDICAPPED SPACE</u>	<u>\$30.00</u>
First Notice 14 days unpaid	\$60.00
Second Notice 28 days unpaid	\$70.00

Amended 10/16/06

<u>TOWING CHARGE</u>	<u>\$50.00</u>
First Notice 14 days unpaid	\$100.00
Second Notice 28 days unpaid	\$110.00

Ordinance #6, Appendix C
Parking Ordinance continued...

Fines continued...

<u>PARKING ON SIDEWALK</u>	\$30.00
First Notice 14 days unpaid	\$60.00
Second Notice 28 days unpaid	\$70.00

Amended 03/15/04, 10/16/06

<u>PARKING RESTRICTED SPACE</u>	\$30.00
First Notice 14 days unpaid	\$60.00
Second Notice 28 days unpaid	\$70.00

Amended 03/15/04, 10/16/06

<u>HANDICAPPED PARKING - VANS ONLY SPACE</u>	\$30.00
First Notice 14 days unpaid	\$60.00
Second Notice 28 days unpaid	\$70.00

Amended 10/16/06

<u>PARKING IN VIOLATION OF SITE PLAN APPROVAL</u>	\$30.00
First Notice 14 days unpaid	\$60.00
Second Notice 28 days unpaid	\$70.00

Amended on 11/16/09

<u>OTHER</u>	\$30.00
First Notice 14 days unpaid	\$60.00
Second Notice 28 days unpaid	\$70.00

Amended 10/16/06

SUMMONS SURCHARGE **\$5.00**

TEMPORARY METER PERMIT **\$7.50**

REPLACEMENT PERMIT **\$10.00**

IMMOBILIZATION DEVICE REMOVAL FEE **\$50.00**

Ordinance #6, Appendix C
Parking Ordinance continued...

Surface Parking Permit Rates

Banwell Lot	\$75.00/month
Allen Lot	\$75.00/month
Hovey Lane (Leased Spaces)	\$35.00/month
Hovey Lane (30 Consecutive Day Permits)	\$35.00
Lebanon Street (30 Consecutive Day Permits)	\$35.00
ZBA Required Space	\$75.00/month

Amended: 02/07/05, 11/16/09

Parking Facility Short-Term Rates **Open Hours Monday – Saturday 7:00 a.m. – 9:00 p.m.**

1 st Half-Hour (less than 30 minute stay)	FREE
2 nd Half-Hour	\$0.50
2 nd Hour	\$0.75
3 rd Hour	\$1.00
4 th Hour	\$2.00
5 th Hour	\$2.50
6 th Hour	\$2.50
7 th Hour	\$3.75
8 th Hour	\$2.00
Parking Between 6:00 P.M. – 9:00 P.M.	\$1.00

Ordinance #6, Appendix C
Parking Ordinance continued...

Maximum Charge Per Day	\$15.00
Short-term Pass Card Per Day (24-hour access)	\$15.00
Parking Validation 1-Hour Free Stickers – Each Book Contains 96 Stickers - 48.00 per book	
Parking Validation 1-Hour Free Stickers – Bulk purchase 984 stickers at .35 each = \$344.40	
Parking Validation All-Day Stickers – Each Book Contains 10 Stickers - \$150.00 per book	
Handicap Parking (10-Hour Parking Limit)	FREE
Saturdays (less than 3 hours stay)	FREE
Sunday and Holiday Parking	FREE

- Rates for less than full hour usage are prorated to the nearest five-minute period.

Amended 03/15/04, 10/16/06, 11/16/09

Parking Facility Lease Rates

Level 2	\$140.00 / month
Level 3	\$100.00 / month
Level 4	\$100.00 / month
One month pass	\$150.00/month

Amended on 11/16/09

Metered Parking Rates

ON STREET

Allen Street	\$.25 per half-hour
College Street	\$.25 per half-hour
Crosby Street (2-hour meters)	\$.25 per half-hour
Crosby Street (10-hour meters)	\$.25 per hour

Amended on 11/16/09

Metered Parking Rates

OFF STREET continued...

Dorrance Place	\$.25 per half-hour
East Wheelock Street	\$.25 per half-hour
Lebanon Street (2-hour meters)	\$.25 per half-hour
Lebanon Street (10-hour meters)	\$.25 per hour
Maynard Street	\$.25 per half-hour
North Main Street	\$.25 per half-hour
School Street	\$.25 per half-hour
South Main Street	\$.25 per half-hour
South Street	\$.25 per half-hour
West Wheelock Street	\$.25 per half-hour
Marshall Lot	\$.25 per hour
Municipal Lot #1	\$.25 per half-hour
Municipal Lot #3	\$.25 per half-hour
Municipal Lot #5	\$.25 per half-hour
Municipal Lot #6	\$.25 per half-hour
Municipal Lot #7	\$.25 per half-hour

Appendix C was Adopted on 06/19/00
Amended: 11/2002, 07/07/03, 02/07/05, 10/16/06, 11/16/09