



Damariscotta Police Department
(207) 563-1909 – Administrative
(207) 563-8986 – Fax

PARKING TICKET APPEAL PROCESS

Any person who feels that a parking ticket was issued in error should **first speak with the Officer who issued the ticket.** If it remains unresolved, the ticket may be contested by filling out the **Damariscotta Parking Ticket Appeal Form.**

All parking enforcement tickets must be appealed **within 5 days of receiving the ticket.** To file an appeal complete the attached form and either drop it off or mail it in to the Damariscotta Police Department. The administrative review process does not involve a court appearance and will be reviewed within 10 days by either the Chief of Police or his designated representative. If the review is denied you are obligated to pay the fine noted on the ticket within five days of notice of denial.

General Reasons Tickets Will Not Be Dismissed

Below are some commonly listed reasons given for violating Town of Damariscotta Parking ordinance. While these reasons may seem valid to the violator, they are not considered legitimate reasons for violating Town of Damariscotta Parking Ordinance and **will not** be considered on appeal.

Short errands: No errand, no matter how short or important to the driver, (short of a bona fide medical emergency), is an acceptable excuse for illegal parking. A short errand is a very common excuse and is not a valid reason for illegal parking

Late for business or personal appointment: Being late does not permit the driver the privilege of parking illegally

No other places to park: It is every driver's responsibility to locate legal and safe parking

I didn't see the sign: Drivers are responsible for looking for signage when parking. This may mean checking a whole street or block from corner to corner. Drivers are also required to abide by the message on the signs. Saying that you did not see a sign preventing parking is not an acceptable excuse.

Only part of my car was illegally parked: A violation is not based on any certain percentage of the vehicle being illegally parked. If part of the vehicle extends into a prohibited area, the violation is the same as if the entire vehicle is parked illegally

I left someone in the car, I left my parking lights/emergency flashers blinking, I left a note on the car as to my whereabouts, I left the motor running: These types of short stays do not eradicate the violation. The presence of a passenger, a note, or blinking lights does not satisfy this purpose and does not constitute reason for an appeal

Nobody else got a ticket: You may not be aware of the full situation of other vehicles or the Parking Enforcement Officer may have had to leave the area prior to checking all the vehicles.

Someone else had my car, I wasn't driving it: The registered owner has joint responsibility with the person operating the vehicle. Unless it can be shown by the registered owner that the car was driven without permission, the registered owner, renter or lessee is responsible for the parking ticket.

I've parked there for years or The violation was not enforced in the past: This is normally not the case, however, inadequate staffing or other priorities may have given rise to violations not being enforced continually.

There were still other spaces available/no one had to wait for a space/it wasn't busy downtown
The town ordinance is enforced as it is written, there are not exceptions made due to the number of spaces available at the time of the offence.

The sign did not specifically say there would be a fine/I cannot afford the fine or I think it is too high.
I have never had a ticket before/I will never do it again
I spend a lot of money in your town



DAMARISCOTTA POLICE DEPARTMENT
Parking Ticket Appeal Form

NOTE TO APPLICANT:

- (1) Please fill in the spaces with information from the ticket
- (2) Please write legibly. If your appeal is not legible, it will automatically be denied
- (3) By signing this form, you agree to these terms
- (4) Mail completed form to; *Damariscotta Police Department, 21 School Street, Damariscotta, ME. 04543*
Or drop it off at the Police Department Building Monday thru Friday, 8am – 4pm

Ticket #: _____
*(Number in **BOLD** center of ticket)*

Location: _____ Date & Time of Ticket: _____

License Plate # of Ticketed Vehicle: _____ Registration State: _____

Vehicle Make: _____ Vehicle Model: _____ Color: _____

Registered Owners Name: _____

Driver's Name: _____
(If not registered owner)

Mailing Address: _____

City/Town: _____ State: _____ Zip: _____

Telephone Number(s): _____

Name of Issuing Officer: _____
(Located after the word OFFICER 5th line down)

Type of Parking Violation: _____ Fine: _____
(Description on line that is marked)

Reason for appeal: _____

(Please use reverse side if needed)

Signature: _____ Date: _____

YOU MUST SUBMIT YOUR APPEAL WITHIN FIVE (5) DAYS OF THE TICKET DATE. YOUR APPEAL WILL BE REVIEWED WITHIN TEN (10) DAYS. FOLLOWING THE REVIEW OF YOUR APPEAL, A DECISION WILL BE FORWARDED TO YOU BY U.S. MAIL. YOU MAY ONLY APPEAL A TICKET ONCE. TICKET APPEALS WHICH HAVE BEEN PREVIOUSLY DENIED, WILL NOT BE REVIEWED AGAIN. BY SIGNING THIS FORM, YOU AGREE TO THESE TERMS.

Below For Damariscotta Police Office Use Only

_____ Appeal Granted _____ Appeal Denied Amount remaining due: _____

Signature of reviewing official: _____ Date: _____

Notes: _____

