

1 **..Title**

2 **Title 12 Updates and Amendments** – For the purpose of updating and amending  
3 Chapters 12.04, 12.20, 12.24, 12.28 and 12.32 of the Annapolis City Code to permit an  
4 authorized agent of the City to exercise limited authority related to parking enforcement,  
5 residential parking permits, towing and other parking matters; to permit the use of  
6 modern technology related to parking meters, parking permits and other parking matters;  
7 and matters generally relating to Chapters 12.04, 12.20, 12.24, 12.28 and 12.32.

8 **..Body**

9

10

**CITY COUNCIL OF THE  
City of Annapolis**

11

12

**Ordinance 16-16**

13

14

**Introduced by: Mayor Pantelides**

15

16

17 **Referred to**

18 Public Safety Committee

19 Transportation Committee

20

21

22 **AN ORDINANCE** concerning

23

**Title 12 Updates and Amendments**

24

25

26 **FOR** the purpose of updating and amending Chapters 12.04, 12.20, 12.24, 12.28 and  
27 12.32 of the Annapolis City Code to permit an authorized agent of the City to exercise  
28 limited authority related to parking enforcement, residential parking permits, towing and  
29 other parking matters; to permit the use of modern technology related to parking meters,  
30 parking permits and other parking matters; and matters generally relating to Chapters  
31 12.04, 12.20, 12.24, 12.28 and 12.32.

32

33 **BY** repealing and re-enacting with amendments the following portions of the Code of  
34 the City of Annapolis, 2015 Edition

35 12.04.020

36 12.20.200

37 12.20.210

38 12.20.220

39 12.20.240

40 12.24.020

41 12.24.030

42 12.24.040

43 12.24.050

44 12.24.060

45 12.24.070

46 12.24.080

- 1 12.24.090
- 2 12.24.120
- 3 12.24.130
- 4 12.28.040
- 5 12.28.090
- 6 12.32.020
- 7 12.32.080
- 8 12.32.100
- 9 12.32.110
- 10 12.32.120
- 11 12.32.130
- 12 12.32.140
- 13 12.32.150
- 14 12.32.160
- 15 12.32.170
- 16 12.32.180
- 17 12.32.181
- 18 12.32.185

19  
20

21 **SECTION I: BE IT ESTABLISHED AND ORDAINED BY THE ANNAPOLIS**  
22 **CITY COUNCIL** that the Code of the City of Annapolis shall be amended to read as  
23 follows:

24

25 **TITLE 12 - VEHICLES AND TRAFFIC**

26

27 **CHAPTER 12.04 - GENERAL PROVISIONS**

28

29 **12.04.020 - Definitions.**

30

31 For the purposes of this title, the following words and phrases have the meanings  
32 respectively ascribed to them in this section:

33

34 A. "AUTHORIZED AGENT" MEANS THE COMPANY OR LEGAL ENTITY,  
35 AND ITS EMPLOYEES, AGENTS AND CONTRACTORS, THAT HAS BEEN  
36 DESIGNATED BY THE CITY IN WRITING TO PERFORM ANY DUTIES OR  
37 RESPONSIBILITIES RELATED TO THE OPERATION OF THE PARKING  
38 PROGRAM, INCLUDING BUT NOT LIMITED TO, ENFORCEMENT  
39 PERSONNEL, PARKING GARAGE ATTENDANTS, PARKING METER  
40 TECHNICIANS, CITATION PROCESSING PERSONNEL, PERMIT  
41 ISSUANCE, AND ADMINISTRATIVE OR MANAGEMENT STAFF.

42

43 AB. "Authorized emergency vehicles" means vehicles of the Fire Department, police  
44 vehicles, and ambulances and emergency vehicles of municipal departments or  
45 public service corporations as are designated or authorized by the Chief of Police.

46

1 BC. "Crosswalk" means any portion of a roadway distinctly indicated for pedestrian  
2 crossing by lines or other marking on the surface or that portion of a roadway  
3 ordinarily included within the prolongation or connection of the lateral lines of  
4 sidewalks at intersections.

5  
6 CD. "Intersection" means the area embraced within the prolongation or connection of  
7 the lateral curblines or, if none, the lateral boundary lines of the roadways of two  
8 highways which join one another at, or approximately at, right angles, or the area  
9 within which vehicles traveling upon different highways joining at any other  
10 angle may come into conflict.

11  
12 DE. "Motor vehicle" means every vehicle which is self-propelled.

13  
14 EF. "Official traffic-control devices" means all signs, signals, markings and devices,  
15 not inconsistent with this title, placed or erected by authority of a public body or  
16 official having jurisdiction, for the purpose of regulating, warning or guiding  
17 traffic.

18  
19 FG. "Official traffic-control signal" means any device, whether manually, electrically  
20 or mechanically operated, by which traffic is alternately directed to stop and to  
21 proceed.

22  
23 GH. "Parking" means the standing of a vehicle, whether occupied or not, upon a  
24 roadway, other than temporarily for the purpose of and while actually engaged in  
25 loading or unloading, or in obedience to traffic regulations or traffic signs or  
26 signals.

27  
28 I. "PARKING METER" MEANS ANY DEVICE, MACHINE, TECHNOLOGY  
29 OR PROCESS RESPONSIBLE FOR REGULATING PARKING BY  
30 ACCEPTING LEGAL CURRENCY, CREDIT CARDS, DEBIT CARDS,  
31 SMART CARDS, TOKENS OR ANY OTHER APPROVED PAYMENT  
32 METHODS TO PAY FOR PARKING.

33  
34 HJ. "Pedestrian" means any person afoot.

35  
36 HK. "Private road or driveway" means every way or place in private ownership and  
37 used for vehicular travel by the owner and those having express or implied  
38 permission from the owner but not by other persons.

39  
40 JL. "Right-of-way" means the privilege of the immediate use of the street.

41  
42 KM. "Roadway" means the portion of a street between the regularly established  
43 curblines or that portion improved and intended to be used for vehicular travel.  
44

1 LN. "Safety zone" means the area or space officially set apart within a roadway for  
2 the exclusive use of pedestrians and which is protected or is so marked or indicated  
3 by adequate signs as to be plainly visible at all times while set apart as a safety zone.

4  
5 MO. "Sidewalk" means that portion of a street between the curblines, or the lateral  
6 lines, of a roadway, and the adjacent property intended for the use of pedestrians.

7  
8 NP. "Street or highways": The terms "street," "highway," "roads," "public highway"  
9 or "public roads" include any highway or thoroughfare of any kind used by the  
10 public, whether or not actually dedicated to the public and accepted by the proper  
11 authorities.

12  
13 OQ. "Traffic" means pedestrians, ridden or herded animals, vehicles and other  
14 conveyances either singly or together while using streets for purposes of travel.

15  
16 PR. "Truck" means a pole trailer, semitrailer, special mobile equipment, trailer,  
17 truck or truck tractor, as those terms are defined in the Transportation Article of  
18 the Annotated Code of Maryland, whether or not attached to or detached from  
19 another vehicle.

20  
21 QS. "Vehicle" means every device in, upon or by which any person or property is or  
22 may be transported or drawn upon a public street

23  
24  
25 **12.20.200 - Removal of vehicle parked for longer than forty-eight hours or in**  
26 **prohibited area.**

27  
28 A. Except as permitted by Subsection B of this section, a vehicle may neither remain  
29 parked or standing on any street or in any municipal off-street parking facility in the  
30 City for longer than forty-eight consecutive hours.

31  
32 B. Subsection A of this section shall not apply to:

- 33  
34 1. Any vehicle registered to an owner at an address located within the City of  
35 Annapolis; or  
36 2. Any vehicle displaying a current and valid City of Annapolis residential parking  
37 permit ~~sticker~~ issued pursuant to Chapter 12.32 of this code OR WHICH IS  
38 OTHERWISE REGISTERED WITH THE CITY AND THE AUTHORIZED  
39 AGENT AS A PERMIT HOLDER; or  
40 3. Any vehicle displaying a current and valid State of Maryland nonresidential  
41 permit sticker issued by the State of Maryland Motor Vehicle Administration.

42  
43 C. A vehicle may not remain parked in a municipal off-street parking facility for longer  
44 than has been prepaid for the vehicle.

45

- 1 D. A person violating any provision of this section, upon conviction, is subject to a fine  
2 as established by resolution of the City Council.  
3

4 **12.20.210 - Towing of vehicles.**  
5

- 6 A. Any police officer, ~~or~~ parking enforcement officer, OR THE AUTHORIZED  
7 AGENT may order the towing of the following motor vehicles and trailers:  
8

- 9 1. A vehicle violating any parking or parking meter provision of this title if the  
10 parking or parking metered area from which the vehicle is to be towed is posted  
11 "Tow Zone" or "Cars Impounded," or a notice of similar import, except as  
12 otherwise provided in this chapter;  
13 2. A vehicle remaining parked or standing in any municipal off-street parking  
14 facility in the City for longer than forty-eight consecutive hours, and a vehicle  
15 remaining parked in any municipal off-street parking facility for longer than has  
16 been prepaid for the vehicle;  
17 3. A vehicle violating the provisions of Sections 12.20.020, 12.20.030, 12.20.110  
18 or 12.20.200;  
19 4. A vehicle which is left standing or parked in any manner in which the vehicle is  
20 a menace, nuisance or obstacle to the free and effective movement of any traffic  
21 or to the operation or potential operation of emergency vehicles, emergency  
22 work or emergency workers;  
23 5. A vehicle for which five or more citations for municipal parking violations have  
24 been issued within one year and which have been adversely adjudicated or are  
25 uncontested and remained unsatisfied; or  
26 6. A vehicle unlawfully parked in a space reserved to physically handicapped  
27 persons, or any debris, material, vehicle or other object which interferes with or  
28 obstructs marked fire lanes, or vehicles parked in designated fire lanes which are  
29 for the access of operation of any Fire Department equipment or other  
30 emergency vehicles or equipment; or  
31 7. A vehicle that is abandoned on public property as defined by Maryland  
32 Transportation Article, Section 25-201 or its successor; or  
33 8. A vehicle parking or standing on any City street or in any municipal off-street  
34 parking facility for longer than forty-eight consecutive hours, if the vehicle is  
35 unregistered according to the laws of the State of Maryland.  
36

- 37 B. Upon the towing of a vehicle as provided for in Subsection A of this section, the City  
38 OR THE AUTHORIZED AGENT shall make reasonable efforts to notify the owner  
39 as to the location of the vehicle.  
40

41 **12.20.220 - Towing of vehicles—Release—Hearing.**  
42

- 43 A. Except as provided in Subsection B of this section, a vehicle towed pursuant to  
44 Section 12.20.210 may not be released until the Police Department has verified that  
45 the vehicle is not stolen and, except as provided in Subsection B of this section, all  
46 outstanding municipal parking fines and applicable towing and storage charges have

1 been paid. Any person whose vehicle has been towed pursuant to Section 12.20.210  
2 shall be provided with written notice of the provisions of Subsection B of this  
3 section.

4  
5 B. Hearing.

- 6  
7 1. Any owner or operator who desires to contest the validity of the towing of a  
8 vehicle which that person owned or operated, or the amount of any fines, towing  
9 or storage charges, may request a hearing TO BE HELD before EITHER the  
10 Chief of Police OR THE AUTHORIZED AGENT. A hearing shall be held by  
11 the chief OR THE AUTHORIZED AGENT not later than forty-eight hours  
12 following receipt of the written request.
- 13 2. An owner or operator not satisfied with the decision of the Chief of Police OR  
14 THE AUTHORIZED AGENT, AS APPLICABLE, may file a notice of appeal  
15 to the Board of Appeals within ten days from the date of the decision of the  
16 chief. The notice of appeal shall describe the action appealed from and the  
17 grounds of the appeal. The Board of Appeals shall conduct a hearing and render  
18 a decision within thirty days from receipt of the notice of appeal.
- 19 3. During the pendency of an appeal, a vehicle may be redeemed from a towing  
20 company by the posting of an appeal bond in the full amount of all fines, towing  
21 and storage charges claimed to be due and owing. Upon the conclusion of all  
22 appeal proceedings, the appeal bond shall be forfeited except for the portion, if  
23 any, which is determined to represent fines, towing or storage charges, which  
24 have been erroneously or improperly assessed against the owner or operator of  
25 the vehicle.
- 26 4. No fine, towing or storage charges imposed with respect to a motor vehicle  
27 towed pursuant to Section 12.20.210 may be returned or in any way refunded to  
28 the owner or operator of the vehicle except in accordance with the appeal  
29 procedures set forth in this subsection.

30  
31 **12.20.240 - Failure to pay parking fine.**

- 32  
33 A. In all cases of parking or impounding violations, the police officer, ~~or~~ parking  
34 enforcement officer, OR THE AUTHORIZED AGENT who discovers a vehicle  
35 illegally parked in the absence of the operator, shall attach a summons to the vehicle  
36 in a conspicuous place, or if the operator is present, deliver the summons to the  
37 operator. A copy of the summons shall be retained by the officer OR THE  
38 AUTHORIZED AGENT, and shall bear certification under penalty of perjury by the  
39 officer OR THE AUTHORIZED AGENT attesting to the truth of the matter set forth  
40 in the summons. A violator who posts the collateral as set forth on the summons  
41 forfeits the collateral on the date of the stated hearing. All fines, penalties or  
42 forfeitures for the violation of parking and impounding ordinances, laws or  
43 regulations shall be paid directly to the ~~Police Department~~ AUTHORIZED AGENT  
44 in uncontested cases.

45

- 1 B. If the person summoned desires a hearing, that person shall provide the ~~Police~~  
 2 ~~Department, parking violation section, at 199 Taylor Avenue,~~AUTHORIZED  
 3 AGENT written notice of the desire for a hearing at least five days prior to the date  
 4 of hearing as set forth in the summons. Upon receipt of the notice of desire for a  
 5 hearing, the ~~Police Department~~AUTHORIZED AGENT shall forward to the district  
 6 court a copy of the citation and a copy of the notice from the person who received  
 7 the citation indicating the person's desire for a hearing. When notice of a desire for a  
 8 hearing is given, the person summoned also shall provide written notice to the ~~Police~~  
 9 ~~Department parking violation section~~AUTHORIZED AGENT that the person desires  
 10 the presence of the officer OR THE AUTHORIZED AGENT who issued the  
 11 summons at the time of the hearing. If the person summoned does not notify the  
 12 ~~parking violation section~~AUTHORIZED AGENT that the person desires the  
 13 presence of the officer OR THE AUTHORIZED AGENT at the time of the hearing,  
 14 it is not necessary that the officer OR THE AUTHORIZED AGENT who issued the  
 15 summons appear, and the copy of the summons bearing the certification by the  
 16 officer OR THE AUTHORIZED AGENT shall be prima facie evidence of the  
 17 matters set forth in the summons.  
 18
- 19 C. Failure to pay the parking fine in a timely manner is subject to a fine as established  
 20 by resolution of the City Council.  
 21
- 22 D. The Chief of Police OR THE AUTHORIZED AGENT shall cause notice of the  
 23 provisions of this section to be printed clearly and in a conspicuous place on all  
 24 summonses for parking and impounding violations used, subject to provisions of this  
 25 chapter and Chapters 12.24 and 12.32.  
 26
- 27 E. No summons shall be issued setting a trial date less than fifteen days from the date of  
 28 the offense.  
 29

## 30 CHAPTER 12.24 – PARKING METERS

### 31 32 12.24.020 - PARKING Mmeter installation—Space designation.

33  
 34 In parking meter zones, the Director of Public Works shall cause parking meters to  
 35 be installed, shall provide for the designation of parking spaces, and shall designate the  
 36 hours and days of operation of all parking meters. Time limitations shall be designated on  
 37 the parking meters or by appropriate signs posted in proximity to the PARKING meters.  
 38 All fees for parking shall be determined by resolution of the City Council.  
 39

### 40 12.24.030 - Placement—Display of time.

41  
 42 Parking meters shall be installed and located in accordance with procedures and  
 43 standards established by and administered under the supervision of the Director of Public  
 44 Works. Each parking meter shall be placed, ~~or~~-set, OR DESIGNATED in a manner to  
 45 show or display by a signal, RECEIPT, OR OTHER ELECTRONIC MEANS that the  
 46 parking space adjacent to the PARKING meter is or is not legally in use. Each parking

1 meter installed shall indicate by a proper legend, either on the PARKING meter itself,  
2 THROUGH OTHER TECHNOLOGY, or on a sign posted in proximity to the  
3 PARKING meter, the hours and days of operation and maximum time limitations for the  
4 use of the PARKING meter, and on the expiration of the period shall indicate illegal or  
5 overtime parking.

6  
7 **12.24.040 - Lines marking spaces.**

8  
9 The Director of Public Works ~~shall~~ MAY have lines or markings painted or placed  
10 upon the curbs or upon the street adjacent to each parking meter for the purpose of  
11 designating the parking spaceS for which the PARKING meter is to be used, and each  
12 vehicle parking adjacent or next to any parking meter REGULATED SPACE shall park  
13 within the lines or markings so established. A person may not park any vehicle across any  
14 line or marking or in a position that the vehicle is not entirely within the area so  
15 designated by the line or markings.

16  
17 **12.24.050 - Direction of vehicle in space.**

18  
19 A. When a parking space in any parking meter zone or lot is parallel with the adjacent  
20 curb or sidewalk, any vehicle parking in such parking spaces shall be parked in the  
21 following manner:

- 22
- 23 1. When a parking space in any parking meter zone or lot is designated with a  
24 single parking meter, a vehicle parked in such parking space shall be parked  
25 with the foremost part of vehicle nearest to the PARKING meter.
  - 26
  - 27 2. When a parking space in any parking meter zone is parallel with the adjacent  
28 curb or sidewalk, any vehicle parked at such parking space which is separated  
29 from an adjacent parking space by two adjoining PARKING meters shall park in  
30 such parking space without regard to the foremost part of the vehicle being  
31 nearest to the PARKING meter, providing the vehicle faces in the direction of  
32 controlled traffic.

33  
34 B. When a parking space in any parking meter zone or lot is not parallel with the  
35 nearest curb or sidewalk, any vehicle parked in the parking space shall be parked  
36 with the foremost part of the vehicle nearest the PARKING meter except while  
37 loading or unloading the vehicle.

38  
39 C. Any person violating this section, upon conviction, is subject to a fine as established  
40 by resolution of the City Council.

41  
42 **12.24.060 - Deposit of coin OR OTHER LEGALLY ACCEPTED CURRENCY.**

43  
44 A. When a vehicle is parked in a space ~~adjacent-REGULATED BY to which~~ a parking  
45 meter is located in accordance with the provisions of this chapter, the operator of the  
46 vehicle, upon entering the parking space, immediately shall deposit or cause to be



1 deposited in the parking meter ~~a coin or~~ coins, LEGALLY ACCEPTED  
2 CURRENCY, CREDIT/DEBIT CARDS, SMART CARDS, TOKENS, OR OTHER  
3 ELECTRONIC MEANS as are required to place the PARKING meter in operation.  
4 Upon placing the PARKING meter in operation, the parking space lawfully may be  
5 occupied by the vehicle during the period of time for which ~~coins~~ THE PROPER  
6 AMOUNT OF LEGAL CURRENCY ~~have~~ HAS been deposited. If the vehicle  
7 remains parked in any parking space beyond the parking time limit fixed for the  
8 parking space, the parking meter, by its dial and pointer, OR OTHER  
9 ELECTRONIC FORMS OF INDICATION, shall indicate illegal parking. If more  
10 than one motorcycle remains parked in any parking space beyond the parking time  
11 limit fixed for the parking space, each motorcycle shall be in violation. In that event,  
12 the vehicle and/or each motorcycle is parking overtime and beyond the period of  
13 legal parking time and subject to the provisions of Section 12.24.120.

- 14  
15 B. Five-cent, ten-cent or twenty-five-cent coins of the United States may be used in all  
16 PARKING meters.

17  
18 **12.24.070 - Parking in metered space for more than two hours.**

- 19  
20 A. It is unlawful for any person to cause, allow, permit or suffer any vehicle registered  
21 in the name of or operated by that person, to be parked in any space adjacent to  
22 which a parking meter is located for longer than two consecutive hours, except  
23 where a shorter maximum time limitation is designated on the PARKING meter, OR  
24 OTHER TECHNOLOGIES, or by a sign posted in proximity to the PARKING  
25 METER OR REGULATED PARKING AREA, and except in designated off-street  
26 metered areas or zones permitting parking in excess of two consecutive hours, in  
27 which event the designated time limitation applies.  
28  
29 B. Any person violating this section, upon conviction, is subject to a fine as established  
30 by resolution of the City Council.

31  
32 **12.24.080 - Injuring or tampering with PARKING meter.**

33  
34 No person shall deface, injure, tamper with, open or ~~willfully~~ WILLFULLY break,  
35 destroy or impair the usefulness of any installed parking meter.

36  
37 **12.24.090 - Depositing slugs.**

- 38  
39 A. No person shall deposit in any parking meter ~~either~~ any slug, device or metallic  
40 substance or any other substitute for a five-cent, ten-cent or twenty-five-cent coin,  
41 OR CREDIT/DEBIT CARDS, OR OTHER FORMS OF APPROVED LEGAL  
42 CURRENCY of the United States.  
43  
44 B. A person violating this section, upon conviction, is subject to a fine as established by  
45 resolution of the City Council.  
46

1 **12.24.120 - Summons and penalties for PARKING meter violations.**

2  
3 A. It is the duty of Police Department personnel, designated by the Chief of Police, OR  
4 OF THE AUTHORIZED AGENT to perform such duty, to report all parking meter  
5 violations and to issue summonses therefor, which report and summons shall indicate  
6 the following:

- 7
- 8 1. The number of the parking meter OR THE REGULATED PARKING AREA at  
9 which the violation has occurred;
  - 10 2. The State license number of the vehicle in violation;
  - 11 3. The time during which the vehicle is parked in violation of this chapter;
  - 12 4. The violator may elect to stand trial by notifying police headquarters AND THE  
13 AUTHORIZED AGENT in writing at least five days prior to payment date set  
14 forth in the citation;
  - 15 5. The violator, at the time the violator elects to stand trial, must notify police  
16 headquarters AND THE AUTHORIZED AGENT if the violator desires the  
17 presence of the officer OR THE AUTHORIZED AGENT who issued the  
18 citation at the trial;
  - 19 6. Any other facts, a knowledge of which is necessary to a thorough understanding  
20 of the circumstances attending the violation.
  - 21 7. For every street and municipal lot parking meter violation, the summons shall  
22 further state that the violation may be satisfied in the manner designated by the  
23 Chief of Police OR THE AUTHORIZED AGENT without further penalty if  
24 paid within fifteen days. The Chief of Police OR THE AUTHORIZED AGENT  
25 shall assure that each summons also contains an appropriate statement  
26 concerning when a violator may pay the fine on-line.

27  
28 B. On all copies of summonses that are forwarded to the district court, there shall be a  
29 certification of the officer OR THE AUTHORIZED AGENT under penalty of  
30 perjury attesting to the truth of the matters therein set forth.

31  
32 **12.24.130 - Parking at expired PARKING meter.**

33  
34 A. It is unlawful for any person to cause, allow, permit or suffer any vehicle registered  
35 in the name of or operated by that person, to be parked in any space adjacent to  
36 which a parking meter OR REGULATED PARKING AREA is located during  
37 designated parking hours found on the PARKING meter, THROUGH OTHER  
38 TECHNOLOGY, or by a sign posted in proximity to the PARKING meter OR  
39 REGULATED PARKING AREA where such PARKING meter OR REGULATED  
40 PARKING AREA is expired OR UNPAID. Failure to satisfy the violation in the  
41 manner designated and by the time required shall subject the violator to the penalties  
42 provided in Section 12.20.240.

43  
44 B. Any person violating this section is subject to a fine as established by resolution of  
45 the City Council.  
46

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45

**CHAPTER 12.28 - PARKING PLACES AND PARKING LOTS**

**Article I - Generally**

**12.28.040 - Registration—Certificate.**

A. Upon the filing of the required form with the City Clerk and upon the payment of a fee as established by resolution of the City Council, a certificate of registration shall be issued, which applies only to the premises described in the application. A certificate expires on the thirtieth day of April each year. A subsequent application and registration shall be required for any additional premises used for parking motor vehicles. A certificate of registration is not assignable or transferable. The director shall notify the Chief of Police AND THE AUTHORIZED AGENT of each certificate of registration issued.

B. No certificate shall be issued prior to certification by the Planning and Zoning Director that a zoning certificate of use is in force for the premises.

**12.28.090 - After-hours removal from City OR AUTHORIZED AGENT attendant lot.**

It is unlawful for the owner or operator of a motor vehicle to remove the vehicle from a City OR AUTHORIZED AGENT attendant parking lot after the hour of closing without making payment of the parking charges up to the hour of closing. At the hour of closing, the attendant at the lot shall attach to any vehicle left on the lot an envelope upon which is stated the charges due for the vehicle and advising the owner or operator to deposit the amount of the charges in the envelope, designating a repository for the envelope and specifying that failure to do so will result in a summons being issued for violation of this section. The attendant shall make a list of the license tag numbers of these vehicles and the amount of the charges due. If the fee is not received within forty-eight hours, the Police Department AND THE AUTHORIZED AGENT shall be notified of the violation.

**Article II - Parking Lots Incident to Other Business**

**CHAPTER 12.32 - SPECIAL RESIDENTIAL PARKING DISTRICTS**

**12.32.020 - Parking restrictions within district.**

A. Except for areas designated by City signage as metered spaces, reserved parking, and no parking zones, a residential parking permit authorizes a resident of that district, whose vehicle displays a valid residential parking permit for that district, OR WHICH IS OTHERWISE REGISTERED WITH THE CITY AND THE AUTHORIZED AGENT AS A PERMIT HOLDER, to park all day on the designated streets within that district.

- 1 B. If there is a conflict between the map for any district and/or the listing of streets in  
2 the district, the listing of streets shall prevail.  
3
- 4 C. Except as provided elsewhere in the City Code, a resident is eligible for a residential  
5 parking permit only when the resident's address is located on one of the streets  
6 within a residential parking district.  
7

8 **12.32.080 - Permit—Application.**  
9

- 10 A. An application for a residential parking district permit shall be made by a resident of  
11 a district to the Finance Department at any City office designated by the Finance  
12 Director OR BY THE AUTHORIZED AGENT, on forms as are prescribed by the  
13 Finance Director or his/her designee.  
14
- 15 B. The application for a permit shall contain information to verify that the applicant is a  
16 bona fide resident of the district for which application has been made and has legal  
17 title to or the right to possession of the motor vehicle to be registered. The  
18 information shall include, but not be limited to, the following:  
19
- 20 1. Name and address of owner of motor vehicle;
  - 21 2. Applicant's address;
  - 22 3. The make, model, color, state of registration, and license number of the motor  
23 vehicle;
  - 24 4. The principal driver's name, operator's permit number, and state of issuance;
  - 25 5. Applicant's operator's permit number and state of issuance; and
  - 26 6. The motor vehicle registration, operator's permit and any other relevant  
27 documents.
- 28
- 29 C. A parking permit may not be issued or renewed for any motor vehicle for which one  
30 or more citations issued by the City for parking violations remain unpaid.  
31
- 32 D. The Finance Director or ~~designee~~—THE AUTHORIZED AGENT shall issue the  
33 parking permit, upon finding that the applicant meets the requirements specified in  
34 this chapter. The FINANCE DIRECTOR or ~~designee~~ THE AUTHORIZED AGENT  
35 shall prepare the application form and may require the applicant to provide such  
36 additional information as may be necessary to determine eligibility for a parking  
37 permit.  
38

39 **12.32.100 - Permit—Expiration.**  
40

41 A permit expires and is void when the licensee no longer resides within the district,  
42 as defined in this chapter. A licensee shall remove aNY permit sticker, TAG OR  
43 BARCODE from any vehicle registered to park within the district upon its expiration or  
44 upon moving outside of the district. Permits shall be transferred from one vehicle to  
45 another during the permit year solely in accordance with regulations governing such  
46 transfers.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46

**12.32.110 - Permit—Fee—Renewal.**

- A. The fee for a residential parking permit in special residential parking districts shall be established by resolution of the City Council.
- B. The fee shall be payable at the time of the submission of the application for the permit. The permit year shall commence on July 1st and terminate on June 30th. Residential parking permits may be renewed from year to year by qualified residents upon the payment of the annual fee on or before June 30th of each year. Residential parking permits may be renewed via mail by sending the completed and signed application form, copies of all required documents and the renewal fee. The fee shall be prorated based on the number of months that a resident requires the permit from the date of issue to the end of the fiscal year based on the number of months that a resident requires a permit. However, the City shall not refund any permit issued due to disuse.
- C. Subject to the availability of funds, the Department of Finance AND/OR THE AUTHORIZED AGENT ~~shall~~ MAY develop the capability of renewing resident parking district permits on-line.

**12.32.120 - Permit—Display.**

The permit shall be affixed to the vehicle as prescribed in the regulations. The design and content of the permit shall be prescribed in the regulations. SUBJECT TO THE AVAILABILITY OF FUNDS, THE DEPARTMENT OF FINANCE AND/OR THE AUTHORIZED AGENT MAY DEVELOP THE CAPABILITY OF SYNCHRONIZING THE RESIDENT PARKING DISTRICT PERMITS WITH RESIDENT LICENSE PLATES SO THAT NO STICKER, TAG OR BARCODE IS REQUIRED.

**12.32.130 - Permit—Replacement.**

When a vehicle to which a permit is ISSUED AND/OR TO WHICH A PERMIT STICKER, TAG OR BARCODE IS affixed is sold, transferred, demolished, or in any other manner rendered unusable to the licensee, the licensee shall remove ~~the~~ ANY permit STICKER, TAG OR BARCODE from the vehicle and may request the issuance of a replacement permit. The licensee shall notify the Police Chief ~~or~~ ~~DESIGNEE~~ AND THE AUTHORIZED AGENT of the change in status of the vehicle. An application for a replacement permit shall be in accordance with the provisions for an application for an original or renewal permit. The replacement permit shall be issued and be valid for the unexpired term of the original permit, except that a replacement permit may not be issued for any motor vehicle for which one or more citations issued by the City for parking violations remain unpaid. The original permit, upon the issuance of the replacement permit, is void. If evidence of the destruction of the original permit is not presented at the time the application for a replacement permit is made, the application shall be treated as though it is for an original permit.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46

**12.32.140 - Permit—Temporary.**

- A. The Police Chief, or his/her designee, OR THE AUTHORIZED AGENT shall issue a multiple-day or single-day temporary residential parking permit for use by a bona fide visitor to or a person having business at a residence within a residential parking district. Multiple-day permits may be purchased by an applicant when needed and shall be used for predetermined dates. Up to ten single-day permits may be purchased per month for undetermined dates; upon usage, the resident shall validate the single-day permit by entering the date of the day for which the single-day permit is being used. An application for a temporary permit shall be made by a resident of a district on a form OR ONLINE as shall be prescribed by the Director of Transportation OR THE AUTHORIZED AGENT. The fee for a temporary residential parking permit shall be established by resolution of the City Council.
- B. A multiple-day or single-day parking permit may be issued for the vehicle of a person who is rendering medical care to a resident in a special residential parking district. The Chief of Police, or the Chief's designee, OR THE AUTHORIZED AGENT shall determine eligibility for such a permit. In the discretion of the Chief of Police or the Chief's designee, the permit is transferable. The permit is valid for up to one month, but may be renewed. The fee shall be established by the City Council but may for good cause be waived.

**12.32.150 - Special residential parking district No. 1.**

- A. There is created a special residential parking district No. 1. The following areas and streets are designated to be within this special residential parking district as shown on Map 12.32.150:
  - St. John's Street from Calvert Street to College Avenue,
  - Martin Street,
  - Francis Street,
  - Maryland Avenue,
  - Cumberland Court,
  - Fleet Street,
  - Main Street,
  - Pinkney Street,
  - Calvert Street from Bladen Street to St. John's Street,
  - North,
  - College Avenue between St. John's Street and Hanover Street,
  - Wagner,
  - Hanover,
  - King George between Randall and Wagner,
  - Prince George,
  - East,
  - Randall,

1 Bloomsbury Square, and  
2 Cornhill.

3  
4 B. Parking is limited to two hours per day between the hours 8:00 a.m. and 12:00 a.m.,  
5 seven days per week unless the vehicle parked displays the special residential  
6 parking permit OR IS OTHERWISE REGISTERED WITH THE CITY AND THE  
7 AUTHORIZED AGENT AS A PERMIT HOLDER.

8  
9 C. A resident who occupies a dwelling unit in a building located on Main Street, on the  
10 boundary of Parking Districts 1 and 2 is eligible for a permit in one district, but not  
11 both if the building was constructed before 1960 and is used for commercial  
12 purposes, and there is no on-site parking associated with the building or land on  
13 which the building is located.

14  
15 D. A resident who occupies a dwelling unit in a building located on State Circle is  
16 eligible for a permit in special residential parking District No. 1.

17  
18  
19 **Map 12.32.150**  
20 **Special Residential Parking District No. 1**

21  
22 **REVISOR'S NOTE**—There are no changes to this Map.

23  
24  
25 **12.32.160 - Special residential parking district No. 2.**

26  
27 A. There is created a special residential parking district No. 2. The following areas and  
28 streets are designated to be within this special residential parking district as shown  
29 on Map 12.32.160:

30  
31 Main Street;  
32 St. Mary's;  
33 Newman;  
34 Green;  
35 Duke of Gloucester;  
36 Franklin from Cathedral to Shaw;  
37 Shaw, from South to Franklin;  
38 South from Shaw to 114 South Street;  
39 Anne Lane;  
40 Richard's Lane;  
41 Charles;  
42 Cathedral from Conduit to South;  
43 Conduit;  
44 Union;  
45 Market;  
46 Revell;

1 Shipwright, beginning at the intersection of Market and Shipwright Street, and  
2 continuing along Shipwright Street from northwest to southeast to the northwest  
3 corner of real property comprising Lot 2 of Parcel 1245 (plat reference 5725/0833)  
4 known as #1 shipwright and extending across, and perpendicular to, Shipwright  
5 Street at that point; and Western side of Compromise.  
6

7 B. Parking is limited to two hours per day between the hours of 8:00 a.m. and 12:00  
8 a.m., seven days per week, unless the vehicle parked within this area displays the  
9 special residential parking permit OR IS OTHERWISE REGISTERED WITH THE  
10 CITY AND THE AUTHORIZED AGENT AS A PERMIT HOLDER.  
11

12 C. A resident who occupies a dwelling unit in a building located in the WME zone on  
13 Shipwright Street shall be eligible for a parking permit in Special Residential  
14 Parking District No. 2.  
15

16 D. A resident who occupies a dwelling unit in a building located on Main Street, on the  
17 boundary of Parking Districts 1 and 2 is eligible for a permit in one district, but not  
18 both if the building was constructed before 1960 and is used for commercial  
19 purposes, and there is no on-site parking associated with the building or land on  
20 which the building is located. Residences located on Franklin Street between Shaw  
21 and Cathedral, on the boundary of Parking Districts 2 and 3, are eligible for a permit  
22 in one district, but not both.  
23  
24

### 25 **Map 12.32.160**

### 26 **RESIDENTIAL PARKING DISTRICT NO. 2**

27  
28 **REVISOR'S NOTE**—There are no changes to this Map.  
29  
30

### 31 **12.32.170 - Special residential parking district No. 3.**

32  
33 A. There is created a special residential parking district No. 3. The following areas and  
34 streets are designated to be within this special residential parking district as shown  
35 on Map 12.32.170:  
36

37 Southside of West Street from Church Circle to Southgate Avenue;

38 Shaw from Lafayette to Franklin;

39 Dean;

40 City Gate;

41 Larkin;

42 Water;

43 Franklin, from Cathedral to Spa Creek;

44 North and South Acton;

45 Murray;

46 Colonial, from Murray to Steele Avenue;



- 1 Morris;
- 2 Lafayette, from West to Monticello;
- 3 Steele;
- 4 Stehle;
- 5 Stewart;
- 6 Southgate;
- 7 Thompson;
- 8 Cheston;
- 9 Taney;
- 10 Monticello Avenue from West Street to Stehle Street;
- 11 Brooke Avenue;
- 12 Amos Garrett Boulevard from Academy Street to West Street (not including sections
- 13 in the MX zone);
- 14 Academy Street from Amos Garrett Boulevard to Archwood Avenue;
- 15 Archwood Avenue from Academy Street to Stehle Street;
- 16 Smith Avenue from Chase Street to Amos Garrett Boulevard;
- 17 Granville Avenue;
- 18 Constitution Avenue;
- 19 Constitution Square; and
- 20 German Street.
- 21
- 22 B. A City resident living on a corner adjacent to a street located in residential parking
- 23 district No. 3, but whose street address is not included in the residential parking
- 24 district shall have the option of purchasing a residential parking permit.
- 25
- 26 C. Except for the streets listed below, parking is limited to two hours between the hours
- 27 of eight a.m. to six p.m. Monday through Friday, inclusive, unless the vehicle parked
- 28 within this area displays the special residential parking permit OR IS OTHERWISE
- 29 REGISTERED WITH THE CITY AND THE AUTHORIZED AGENT AS A
- 30 PERMIT HOLDER. On Dean Street, Shaw Street, City Gate Lane, Water Street,
- 31 Larkin Street, and German Street, parking is limited to two hours between the hours
- 32 of eight a.m. and midnight, seven days a week, unless the vehicle parked within this
- 33 area displays the special residential parking permit OR IS OTHERWISE
- 34 REGISTERED WITH THE CITY AND THE AUTHORIZED AGENT AS A
- 35 PERMIT HOLDER.
- 36
- 37 D. (1) Subject to paragraph (2), addresses in the MX Zoning District are not eligible
- 38 for special residential parking permits.
- 39 (2) Residents of existing buildings along West Street from Church Circle to
- 40 Madison Place are eligible for a permit in either of the adjoining parking
- 41 districts. The building must have been constructed prior to the establishment of
- 42 the MX zone, the ground floor must be used for commercial purposes, and there
- 43 must be no on-site parking.
- 44

- 1 E. Residences located on Franklin Street between Shaw and Cathedral, on the boundary
- 2 of Parking Districts 2 and 3, are eligible for a permit in one district or the other, but
- 3 not both.

4  
5  
6  
7  
8  
9

**Map 12.32.170  
RESIDENTIAL PARKING DISTRICT NO. 3**

**REVISOR’S NOTE**—There are no changes to this Map.

10  
11  
12

**12.32.180 - Special residential parking district No. 4.**

- 14 A. There is created a special residential parking district No. 4. The following areas and
- 15 streets are designated to be within this special residential parking district as shown
- 16 on Map 12.32.180:

17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30

- Northside of West Street from West Washington Street to Madison Place;
- Clay Street from West Washington Street to Tax Map 51 C Parcels 53 and 1092;
- Bates;
- Brewer;
- Pleasant Street and Pleasant Court;
- Munroe Court;
- West Washington;
- Monument;
- Northwest;
- Madison Place;
- Hill;
- Bertina A. Nick Way, north of Clay Street; and
- Jefferson Place.

- 31 B. Parking is limited to two hours between the hours of eight a.m. and six p.m., Monday
- 32 through Friday, inclusive, unless the vehicle parked within this area displays the
- 33 special residential parking permit OR IS OTHERWISE REGISTERED WITH THE
- 34 CITY AND THE AUTHORIZED AGENT AS A PERMIT HOLDER.

35  
36  
37

**Map 12.32.180  
RESIDENTIAL PARKING DISTRICT NO 4.**

**REVISOR’S NOTE**—There are no changes to this Map.

38  
39  
40  
41  
42

**12.32.181 - Special residential parking district No. 5.**

- 45 A. There is created a special residential parking district No. 5, which consists of the
- 46 following streets:

1 Giddings Avenue between Forbes Street and Tucker Street;  
 2 Forbes Street between Monterey Avenue and Giddings Avenue;  
 3 Monterey Avenue between Forbes Street and Tucker Street; and  
 4 Annapolis Street between Taylor Avenue and Melvin Avenue; as shown on Map  
 5 12.32.181.  
 6

7 B. On Annapolis Street between Taylor Avenue and Melvin Avenue, parking is limited  
 8 to two hours between the hours of eight a.m. and six p.m. seven days a week unless  
 9 the vehicle parked on this section of street displays the special residential parking  
 10 permit OR IS OTHERWISE REGISTERED WITH THE CITY AND THE  
 11 AUTHORIZED AGENT AS A PERMIT HOLDER. For all other streets in the  
 12 district, parking is limited to two hours between the hours of eight a.m. and six p.m.  
 13 on Monday through Saturday unless the vehicle parked within this area displays the  
 14 special residential parking permit OR IS OTHERWISE REGISTERED WITH THE  
 15 CITY AND THE AUTHORIZED AGENT AS A PERMIT HOLDER.  
 16

17  
 18 **Map 12.32.181**  
 19 **RESIDENTIAL PARKING DISTRICT NO. 5**

20  
 21 **REVISOR’S NOTE**—There are no changes to this Map.  
 22

23  
 24 **12.32.185 - Prohibited acts—Valet parking.**  
 25

26 It is unlawful for a person, in exchange for a fee or gratuity, to park a car registered  
 27 to someone else on any portion of a street within any of the residential parking districts  
 28 established by this chapter unless the car displays a valid residential parking permit for  
 29 the residential parking district where it is parked OR IS OTHERWISE REGISTERED  
 30 WITH THE CITY AND THE AUTHORIZED AGENT AS A PERMIT HOLDER.  
 31

32  
 33 **SECTION II: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY**  
 34 **THE ANNAPOLIS CITY COUNCIL** that this ordinance shall take effect from the date  
 35 of its passage.  
 36

37  
 38  
 39 **EXPLANATION**  
 40 CAPITAL LETTERS indicate matter added to existing law.  
 41 ~~Strikethrough~~ indicates matter stricken from existing law.  
 42 Underlining indicates amendments  
 43