

## Contraventions and how to avoid Penalty Charge Notices

The best way to deal with a Penalty Charge Notice is to avoid being served with one in the first place. Below are a list of contraventions enforced and some general guidance on how you can ensure that your vehicle is legally parked.

Please note this document is for guidance only

| Code | <u>Contravention</u>   | <u>Avoid a Penalty Charge Notice</u>   |
|------|--|--|
| 01   | <u>Parked in a restricted street during prescribed hours</u>   | <p>When parking on single yellow lines read the sign plate indicating the times that waiting is prohibited.</p> <p>In Controlled Parking Zones no sign will be present and the restriction will be effective during the same controlled hours of the zone. These times are shown on the zone entry signs.</p> <p>Double yellow lines do not require a time plate and prohibit waiting at all times. You may only wait on these lines if you are carrying out loading/unloading or allowing passengers to board or alight.</p> <p>Blue badge holders may wait on yellow lines for up to 3 hours but must ensure that their clock is correctly set and prominently displayed.</p> <p>It is not uncommon for restrictions to change or for times to differ on opposite sides of the road so read all signs present carefully.</p> <p>Observation Period: None</p> |
| 02   | <u>Parked or loading / unloading in a restricted street where waiting and loading/unloading restrictions are enforce</u> | <p>You must not wait at a location where loading restrictions are in force. They apply to both single and double yellow lines and will be supported by signage and yellow chevrons on the kerb.</p> <p>A single chevron denotes a loading restriction between specific times and a double chevron prohibits loading at all times.</p> <p>Blue badge holders are not permitted to park where loading is prohibited.</p> <p>Observation Period: None.</p>  |

|    |  |   |
|----|--|---|
| 05 | <u>Parked after expiry of paid for time at a pay and display/voucher bay</u>   | <p>Ensure that you purchase adequate time to allow for the duration of your stay and move your vehicle following expiry of the pay and display ticket. Any voucher relied upon must be correctly validated and you should check that all tickets or vouchers displayed are clearly visible before leaving your vehicle, particularly after closing doors.</p> <p>Blue badge holders may park in pay and display bays or shared use bays without any time restriction.</p> <p>Observation Period: 6 minutes.</p>   |
| 06 | <u>Parked without clearly displaying a valid pay-and-display ticket or voucher</u>   | <p>Ensure that you have the means to make payment upon arrival at a location where payment is required.</p> <p>Ensure that any voucher relied upon is correctly validated and that all tickets or vouchers are prominently displayed, prior to leaving your vehicle, particularly after closing doors.</p> <p>It is advisable to ensure that any old tickets or vouchers are removed from your vehicle to avoid any confusion.</p> <p>Pay and display holders are available from the Parking Centre free of charge.</p> <p>Observation Period: 6 minutes.</p> |
| 12 | <u>Parked in a residents or shared use parking place or zone without clearly displaying either a permit or voucher or pay and display ticket issued for that place</u> | <p>Read all applicable signage upon entering a controlled parking zone and any signs alongside the bays that you wish to park within. You can then be sure that you have parked within the correct bay.</p> <p>Ensure that any voucher relied upon is correctly validated and that all tickets or vouchers are prominently displayed, particularly after closing doors.</p> <p>Observation Period: 6 minutes</p>  |
| 16 | <u>Parked in a permit space or zone without clearly displaying a valid permit</u>  | <p>Ensure that you read the signage in place in all parking places areas and zones. If you are not a permit holder do not park your vehicle. If you hold a valid permit ensure that it is clearly displayed with all the relevant vehicle and expiry details displayed.</p> <p>Observation Period: 6 minutes</p>  |

|    |   |   |
|----|---|---|
| 19 | <p><u>Parked in a residents' or shared use parking place displaying an invalid voucher or an invalid pay and display ticket</u></p> | <p>Read all applicable signage upon entering a controlled parking zone and any signs alongside the bays that you wish to park within.</p> <p>This will tell you when the restrictions are in force and if they apply.</p> <p>Ensure that all visitor vouchers or pay and display tickets relied upon are correctly validated and displayed.</p> <p>Blue badge holders may park in shared use and pay and display bays without time limit.</p> <p>Observation Period: 6 minutes.</p> |
| 21 | <p><u>Parked in a suspended bay/space or part of bay/space</u></p>  | <p>Ensure that you read the signage at the location where you wish to park. This will tell you which bays have been suspended and the times and dates that parking is prohibited, No vehicle is permitted to park within a suspended bay unless they have been granted express permission to do so.</p> <p>Observation Period: None.</p>  |
| 22 | <p><u>Re-parked in the same parking place within 1 hour (or stated time) of leaving</u></p>   | <p>Ensure that you have read the signage and do not return to any location within the no return period stated. Upon expiry of any paid for or permitted time ensure that the vehicle is moved to another location and is not returned within any no return period stated.</p> <p>Observation Period: None.</p>  |
| 23 | <p><u>Parked in a parking place or area not designated for that class of vehicle</u></p>  | <p>Ensure that you read any applicable signage alongside the location where you wish to park. Do not park in bays which are marked for the use of specified vehicles, such as motorcycles, unless you are driving that class of vehicle.</p> <p>Observation Period: None.</p>   |
| 24 | <p><u>Not parked correctly within the markings of the bay or space</u></p>  | <p>Ensure that you check that your vehicle is correctly parked prior to leaving the location where you have parked. You should seek alternative parking in the event that all the wheels of your vehicle cannot fit fully within the bay markings.</p> <p>Observation Period: None.</p>   |

|    |  |   |
|----|--|---|
| 25 | <u>Parked in a loading bay with no sign of loading</u>   | <p>Only park within a loading bay when you have a genuine need to load or unload goods. Ensure that you have read the signage dictating when loading is permitted or prohibited. Any loading should be necessary and not simply convenient. Blue badge holders are not permitted to park within these bays, other than to load and unload.</p> <p>Observation Period: 11 minutes.</p>           |
| 26 | <u>Parked in a special Enforcement area more than 50 cm from the edge of the carriageway and not within a designated parking place</u> | <p>Ensure that your vehicle is in a designated parking bay and that all parking signs have been checked and complied with before leaving your vehicle. If you are parked with a valid disabled blue badge you must ensure your vehicle is parked close to the kerb line and is not causing an obstruction.</p> <p>Observation Period: None</p>  |
| 27 | <u>Parked adjacent to a dropped footway</u>  | <p>Do not park across driveways, garage entrances or at any location where the footway has been lowered to allow pedestrians to cross the carriageway, signage is not needed so motorists should be extra careful when parking their vehicle. There are no exemptions other than for loading and unloading.</p> <p>Observation Period: 6 minutes</p>  |
| 28 | <u>Parked in a special enforcement area on part of the carriageway raised to meet the level of a footway, cycle track or verge</u>     | <p>Do not park on raised areas of the carriageway including speed humps, crossing areas, cycle paths. Any area of the carriageway raised to meet the level of a footway etc, is usually done for pedestrian and cycles to cross the main carriageway, parking on these areas can seriously inconvenience in endanger pedestrians and other road users.</p> <p>Observation Period: 6 minutes</p> |

|    |  |  |
|----|--|--|
| 30 | <u>Parked for Longer than Permitted</u>  | <p>Read the signage and take note of the permitted length of stay and no return period. Ensure that your vehicle is moved to another location upon expiry of the stated period. Blue badge holders may park in free bays without time restriction. However when parked on single or double yellow lines disabled badge holders must ensure that the time clock is set correctly for the time of arrival and that they move the vehicle from that location within or no later than the maximum time which is 3 hours.</p> <p>Observation Period: 6 minutes.</p>   |
| 40 | <u>Parked in a designated disabled persons parking place without clearly displaying a valid disabled persons badge</u> | <p>Only park within a disabled bay, if you are the holder of a valid blue badge or conveying the badge holder Read all signage and ensure that you are aware of the times that blue badge parking is permitted. Ensure that the blue badge and time clock are clearly and correctly displayed before leaving the vehicle. Blue badge holders should not park within a disabled bay situated within a controlled parking zone unless they also hold a valid residents permit.</p> <p>If you do not hold a valid disabled blue badge you must not park in a marked disabled bay there are <b>NO</b> loading exemptions.</p> <p>Observation Period: None.</p> |
| 45 | <u>Parked on a taxi rank</u>   | <p>Only park within a taxi rank if you are driving a licensed St Albans City &amp; District Hackney Carriage. Taxi drivers should only leave their vehicle unattended where it is absolutely necessary to provide assistance to passengers. Read all applicable signage to ensure that you are aware of the times the rank permits or prohibits.</p> <p>Observation Period: Unattended Taxis – 10 minutes, all other vehicles – None.</p>  |
| 47 | <u>Parked in a restricted bus stop or bus stand</u>  | <p>No vehicle other than a bus on local bus services may wait within a bus stop or bus stand. Coaches and private hire mini buses along with any other vehicle type are not permitted at any time.</p> <p>Observation Period: None.</p>  |

|    |  |   |
|----|--|---|
| 48 | <u>Parked in a restricted area outside of a school during school term time</u>                         | <p>Read all signage to ensure that you are aware of the days and times that the restriction applies. No vehicle is permitted to wait on zigzag restrictions outside of a school under any circumstances and penalty charge notices will be served instantly on all occasions.</p> <p>Observation Period: None.</p>  |
| 62 | Parked with one or more wheels on any part of an urban road other than a carriageway (Footway Parking) | <p>No vehicle should park on any park of a footway grass verge unless signs permit otherwise. Motorists should check for signage before leaving the vehicle unattended.</p> <p>Observation Period: None.</p>  |
| 99 | <u>Stopped on a pedestrian crossing area marked by zigzags</u>   | <p>No vehicle should stop on the zigzag markings at a pedestrian crossing for any reason. You should be aware that this contravention is also considered to be a traffic offence and a Fixed Penalty Notice may be issued by the Police.</p> <p>Observation Period: None.</p>   |
| 80 | <u>Parked for longer than the maximum period permitted</u>   | <p>Read the signage and take note of the permitted length of stay and no return period. Ensure that your vehicle is moved to another location upon expiry of the stated period. Blue badge holders may park in car parks for a maximum of 3 hours free of charge and should purchase a pay and display ticket for any additional time required. The blue badge and clock should be clearly displayed with the clock set with the time of arrival.</p> <p>Observation Period: 6 minutes.</p> |
| 81 | <u>Parked in a restricted area in a car park</u>   | <p>Parking on double yellow lines, hatch markings keep clears or any other restricted area within a car park is strictly prohibited by all users of the car parks</p> <p>Blue badge holders are not exempt</p> <p>Observation Period: None.</p>   |
| 82 | <u>Parked after the expiry of paid for time</u>  | <p>Ensure that you purchase adequate time to allow for the duration of your stay and move your vehicle following expiry of the pay and display ticket.</p> <p>Observation Period: 6 minutes.</p>  |

|           |  |   |
|-----------|--|---|
| <p>83</p> | <p><u>Parked in a car park without clearly displaying a valid pay-and-display ticket or voucher or parking clock</u></p> | <p>Ensure that you have the means to make payment upon arrival at a location where payment is required.</p> <p>Ensure that any voucher relied upon is correctly validated and that all tickets or vouchers are prominently displayed, prior to leaving your vehicle, particularly after closing doors.</p> <p>It is advisable to ensure that any old tickets or vouchers are removed from your vehicle to avoid any confusion.</p> <p>Blue badge holders may park in car parks for a maximum of 3 hours free of charge and should purchase a pay and display ticket for any additional time required. The blue badge and clock should be clearly displayed with the clock set with the time of arrival.</p> <p>Observation Period: 6 minutes.</p> |
| <p>85</p> | <p><u>Parked in a permit bay without clearly displaying a valid permit</u></p>   | <p>Motorists should check all signage before purchasing a pay-and-display ticket. Permits are sometimes required during special events such as Christmas pantomimes. Signage may be permanent and sometime temporary.</p> <p>Blue badge holders are not permitted to park</p> <p>Observation Period: 6 minutes.</p>   |
| <p>86</p> | <p><u>Parked beyond the bay markings</u></p>   | <p>Ensure that you check that your vehicle is correctly parked prior to leaving the location where you have parked. You should seek alternative parking in the event that all the wheels of your vehicle cannot fit fully within the bay markings.</p> <p>Do not park on double yellow lines, keep clear or hatch markings within the car parks.</p> <p>Blue Badge holders are not exempt</p> <p>Observation Period: None.</p>  |