

# LINCOLN POLICE DEPARTMENT

## Parking, Pedestrian & Bicycle Enforcement

**Date Issued: 08-14-2009**

**Review: 08-14-2011**

### Policy

To enforce parking, pedestrian and bicycle ordinances established by the Town of Lincoln and the State of New Hampshire.

### Purpose

The purpose of this order is to cover the following violations:

- Parking
- Bicycles
- Pedestrian

### Parking (61.1.13)

Officers shall be responsible for parking enforcement when their other duties and responsibilities allow them to do so, or they are detailed to a parking enforcement detail .

<b>Incident</b>	<b>Summons issued for:</b>
Parking	On sidewalks In a crosswalk, or; Obstructing a lane of travel, or; Blocking a driveway or private way In a posted loading zone In a posted no loading zone In a fire lane In a handicap space without a permit, or; Obstructing a fire hydrant In a posted "No Parking/No Standing Zone Other parking violations under the RSA's
Winter Parking Ban	Violation of the ordinances Tow if interfering with the snow plow operations

Parking violations shall be issued on the Lincoln Police Parking Violation Summons, unless a state issued form is used.

<b>Position</b>	<b>Action</b>
Officer	Check license for any outstanding violations through dispatch Turn in all parking violations to Dispatch
Dispatch	Enter all data into the IMC system Receive any fines paid at the window

Chief Dispatch	Follow up on all parking violations Clear those tickets which are paid Forward a notice to those that have failed to pay – monthly – 1 <sup>st</sup> of each month Maintain records of these actions
Administrative Assistant	Handles all monetary fines turned in Maintains a record of the transaction As needed, forwards the monies to the Town Clerk

**Tow & Hold** – Any vehicle with five (5) or more violations is placed on this list.

- Vehicle shall be towed and impounded until the fines and fees are paid.
- Cost of tow and impoundment is that of the registered owner.
- Fines can be paid at the Dispatch Center.

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**Bicycle (61.1.5)**

- Bicycle safety is best achieved through education of the cyclist. This department will provide safety instruction and material when possible.
- All accidents will be investigated fully – behavioral actions, vehicle equipment failure, lack of safety equipment and environmental design problems should be identified.
- Violations – Generally a written warning is sufficient, however for serious safety violations, a summons can be issued under state law.
- Youthful offenders -
  - - Officers should be instructive in their approach.
    - A written warning can be filled out.
    - A bicycle safety notification will be mailed to the parent.

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**Pedestrians (61.1.5)**

- Pedestrian safety can best be achieved through education.
- Officers shall become familiar with the NH RSA's regarding pedestrians.
- Verbal warning should be given, but written warning or summons can be issued if the situation is serious enough.