



DEPARTMENT NOTICE

23-067

Published: 4/24/23

Expires: 4/24/26

Parking City-Owned Vehicles and Procedures to Request Dismissal of Parking Citations (Re-issue DN 20-032)

The San Francisco Municipal Transportation Agency (SFMTA) has established the following parking guidelines for City-owned vehicles, as well as procedures for parking citation dismissal requests for citations issued to City-owned vehicles.

The following SFMTA policies generally apply to SFPD unmarked vehicles when the unmarked vehicle displays an emergency red light on the dashboard or from the visor and the member/driver is acting in an official police capacity:


- SFPD vehicles at meters will not be required to deposit money; however vehicles will be responsible for the posted time limits on the meters.
- SFPD trucks may park in yellow zones but must adhere to the posted time limits. Cars and vans are subject to towing.
- All other violations will be enforced as set forth in the California Vehicle Code, San Francisco Municipal Codes and the San Francisco Transportation Codes.

Unmarked vehicles and rental vehicles without a red, emergency light shall display an official SFMTA placard, per section 910 S.F. Transportation Code. Members utilizing "cold cars" shall NOT display the SFMTA placard as its presence would compromise the anonymity of such a Department vehicle during the course of an investigation. If cited, complete the dismissal request process outlined below.

For citations issued in error (per above stated policy) to City-owned vehicles, dismissal requests must be made, in writing, within 21 days of the date of issuance of the citation. The protest shall be submitted to Fleet Operations on the SFPD 457 "Parking Citation Dismissal Request" along with the citation. The requesting member's supervisor must sign the request for dismissal. Supervisors are to scrutinize all dismissal requests before approving.

Since the decision to dismiss a citation rests with the SFMTA/Citation Division, the reason for the request should be adequately explained and documented. When exigent or emergency circumstances warrant exception to the above policy, refer to CVC section 21055 regarding "Exemption of Authorized Emergency Vehicles." Requests for dismissal of citations for parking in blue zones or bus zones will rarely be granted.

Members are responsible for the appropriate disposition of all citations received for vehicles under their custody and control. Please contact Fleet Management at [REDACTED] to request updated MTA placards. Missing/Lost placards will only be issued with an approved memorandum.


WILLIAM SCOTT
Chief of Police

Per DN 20 150, all sworn & non-sworn members shall electronically acknowledge this Department document in PowerDMS. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be made to sfpd.writtendirectives@sfgov.org who will provide additional information.