



DEPARTMENT NOTICE

25-011

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Parking Citations and Violations for City-Owned Vehicles and Procedures to Request Dismissal of SFMTA Parking Citations

(Supersedes DN 23-067)

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. Please note the following policies also apply to any city rented vehicles as well.

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. [REDACTED]

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.

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For parking citations and all other violations, including red light cameras incurred in other jurisdictions, waivers and exemptions on those citations and violations rest with those agencies. Absent an approved memo from the commanding officer explaining the exigent and/or operational circumstance, the member driving the vehicle will be responsible for related fees. Copies of approved memos should be provided to SFPD Fleet at [REDACTED].


WILLIAM SCOTT
Chief of Police

Per DN 23-152, all sworn & non-sworn members shall electronically acknowledge this Department document in PowerDMS within (30) thirty calendar days of issuance. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be sent to sfpd.writtendirectives@sfgov.org who will provide additional information.