

PARKING ON PRIVATE PROPERTY - ENFORCEMENT OF ORDINANCE 25-223

1. SCOPE: This General Order is applicable to all sworn members.
2. LAW: It shall be unlawful for any person to park or leave or cause to be parked or left any automobile or other motor vehicle on the premises of another after having been warned not to do so by word of mouth or sign or otherwise; provided, that this section shall not apply to employees of the City, in the discharge of their official duties.
3. PROCEDURE
 - A. Enforcement pertaining to unauthorized vehicles parking on private property will be performed upon receipt of a complaint from the property owner and/or operator.
 - B. Officers may issue a citation to any respective automobile or any driver of that automobile, that is otherwise violating this ordinance on request of the owner, operator of the premises where the violation is occurring.
 - C. Officers will complete the private parking supplement and obtain the signature of the complainant on said form, before issuing the parking citation (see attachment).
 1. The court date for the parking violation shall be not less than seven (7) days, nor more than fourteen (14) days from date of issuance.
 2. Officers are not required to appear in court unless they are notified by Municipal Court to attend. Municipal Court will schedule and notify the officer if they need to appear.
 - D. The parking citation and the private parking violation supplement will be attached and submitted, through normal channels, to the Municipal Court.
 - E. All signs erected by property owners and/or operators must comply with the resolution as written below :
 1. Every private establishment, that wishes parking ordinance enforcement on their private lot(s) must install a standard sign on the right side of the entry way or access to their lots from a public street, or if only certain spaces are to be enforced, each space must be clearly defined by signing.
 2. The signs shall meet the City of Huntsville standards.

PRIVATE PARKING VIOLATION SUPPLEMENT
(Ordinance No. 83-325)

STATE OF ALABAMA
COUNTY OF MADISON

CITY OF HUNTSVILLE
MUNICIPAL COURT

COMPLAINANT:

TICKET NO.: _____

Name _____

Address _____

Telephone _____ / _____
(HOME) (BUSINESS)**VIOLATION**

Date _____ Time _____ a.m. p.m.

Warning Mode Sign () Word of Mouth ()

Other _____

LOCATION

Business Name _____

Address _____

VIOLATOR

Name (If known) _____

Race _____ Sex _____ Age _____ Hair _____

Other Description _____

VEHICLE

Make _____ Type _____ Color _____ Year _____

Tag No. _____ State _____ Year _____

"As owner and/or operator of the above premises, I hereby agree to appear in the Huntsville Municipal Court."

Signature: _____

FOR COURT USE ONLY

I, _____ the complainant,
do hereby swear or affirm that all the information in the said violation and supplement is true and correct.

This _____ day of _____, 19 _____.

The above affidavit sworn and subscribed before me on this the _____ day
of _____, 19 _____

MAGISTRATE: _____