

What are my parking appeal options?

The Treasurer's office takes payments for parking tickets and/or can assist you with your appeal options. No one in the Treasurer's office can reduce or negate your ticket, they can only guide you towards an appeal option.

As we follow the impact of the coronavirus (COVID-19), the health and safety of our employees and residents remains our top priority. For the foreseeable future, we will not be conducting "In Person" parking appeals. To appeal a parking ticket, you must either do so in writing or online.

MAIL PAYMENTS & APPEALS TO: Town of Saugus - 298 Central Street, Suite 5, Saugus, MA 01906

1. IN WRITING - You can make a hand written appeal. The ticket will be placed on hold until the next review/hearing date – and you will be notified by mail and/or email with the Hearing Officer's resolution. Your appeal must be received within 21 days of the ticket date. You can mail your appeal letter with a copy of your ticket – and a copy of your HP placard (if applicable) to Town of Saugus, Parking Hearings Officer, 298 Central Street, Suite 5, Saugus, MA 01906. Forms are available at the Treasurer's office or on the Treasurer's webpage at www.saugus-ma.gov

**ONLINE PAYMENTS & APPEALS CAN BE DONE
AT: <https://saugusma.rmcpay.com/>**

2. ONLINE - You can make an online appeal – using the web address on the ticket - <https://saugusma.rmcpay.com/> - click "Appeal". You can view all the pictures taken by the issuing officer online. You can upload pictures and/or a detailed letter to go with your appeal. The ticket will be placed on hold until the next review/hearing date – and you will be notified by email with the Hearing Officer's resolution. ***NOTE - If you make an appeal online - you will also receive a MAILED response.**

If you enter the appeal online, and then send in writing - the appeal received FIRST will be taken. It will not be reviewed again.

It will take 30-60 days for you to receive a response to your appeal. You can check the status of your ticket appeal at <https://saugusma.rmcpay.com/>

Please PRINT

Town of Saugus Parking Ticket Appeal Form

Complete the required information below and your dispute will be forwarded to Town of Saugus, MA Parking Officer for review. Once your appeal is submitted for processing your parking ticket will be placed on hold and no further action will be taken on this ticket until a decision is made by Town of Saugus, MA

It will take 30-60 days for you to receive a response to your appeal. You can check the status of your ticket appeal at <https://saugusma.rmcpay.com/>

If you enter the appeal online, and then send an additional appeal in writing - the appeal received FIRST will be taken. It will NOT be reviewed again.

TODAY'S DATE _____

YOUR NAME _____

PHONE # _____

STREET ADDRESS: _____

CITY – STATE - ZIP _____

EMAIL ADDRESS: _____ (Optional)

*(IF WE CANNOT DECIPHER YOUR EMAIL ADDRESS A RESPONSE WILL BE SENT VIA USPS MAIL – PLEASE PRINT LEGIBLY)
You will get a response letter in the mail. If you enter an email address you will get an email when the response is registered into the system. You will always get a letter in the mail*

TICKET# _____

DATE ISSUED _____

HVP PLACARD# _____

HVP PLC EXPIRATION DATE _____

VIOLATION # OR DESCRIPTION _____

WAS THIS YOUR VEHICLE? YES NO

IF NO, THEN YOU MUST PROVIDE DOCUMENTATION (LETTER) FROM VEHICLE OWNER GIVING YOU PERMISSION TO APPEAL THE PARKING VIOLATION FOR THEM.

BELOW, PLEASE DETAIL THE REASON YOU BELIEVE YOU ARE NOT RESPONSIBLE FOR THE TICKET ISSUED – GROUNDS FOR APPEAL: (CONTINUE ON BACK IF ADDITIONAL SPACE REQUIRED)

You can check the status of your ticket appeal at <https://saugusma.rmcpay.com/>

Once this has been reviewed, and a judgement issued - If you wish to appeal the ruling, you may call the Essex County Superior Court House, in Salem, MA at Clerk's Office (978) 744-5500, & ask for a Judicial Review. If you cannot afford the fees for filing – please ask the clerk about their options

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Do's and Do Not's of Disabled Parking




DO NOT

- **DO NOT** drive while your disabled placard is hung from your rearview mirror.
- **DO NOT** let anyone use your disabled placard parking privileges. This abuse of your disabled placard is punishable by a \$500 fine, loss of your disabled parking privileges, and 30-day suspension of your driver's license.
- **DO NOT** park illegally. You must obey all parking rules and regulations or be subject to the fines imposed.

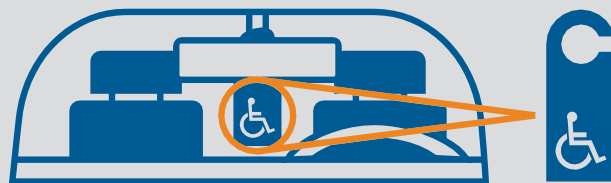


DO NOT park in cross-hatch areas (Zebra Stripes), which are reserved for van ramp/lift access. Parking on a cross-hatch is subject to a \$100-\$300 fine.

- **DO NOT** use your disabled placard/plate or disabled veteran plate parking privileges if you are not entering or exiting the vehicle.
- **DO NOT** use your disabled placard in a vehicle weighing 10,000 lbs or more.
- **DO NOT** display your disabled placard when the vehicle is in motion, as doing so is subject to a \$50.00 fine.
- **DO NOT** leave your disabled placard in an unlocked vehicle. 
- **DO NOT** continue to use or retain possession of your disabled placard after its expiration date. You may be fined.

DO


- **DO** display your placard while parking in a disabled parking space. It should be hung from your rearview mirror facing towards the front of the vehicle. You may use the privacy sleeve to cover personal information. The privacy sleeve must be removed if requested by law enforcement.



- **DO** park in a designated disabled parking space when you need to exit the vehicle.
- **DO** use your disabled parking privileges in any designated disabled parking space.



DO realize that (when used and displayed properly) your disabled parking privilege exempts you from parking meter fees in Massachusetts.

- **DO** lock your vehicle and close the windows when using your disabled placard. 
- **DO** obey all parking rules and regulations.
- **DO** return your disability placard to the RMV's Medical Affairs once it is expired and/or cancelled.

Use of a photocopy of your disabled placard is unlawful and punishable by fine or imprisonment.



REGISTRY OF MOTOR VEHICLES

www.Mass.Gov/RMV



DISABILITY PLACARD PROVISIONS & PENALTIES

as of July 1, 2018



RMV DISABILITY PLACARD ENFORCEMENT & ADMINISTRATIVE PROVISIONS

Registry of Motor Vehicles Provisions Under M.G.L. c. 90, § 2

- Allows the Registrar to seek information or documentation from an applicant to establish medical necessity. Applications shall not be processed until the documentation or information is provided.
- Allows the Registrar to investigate allegations that an individual has falsely obtained a placard. In addition to other penalties, the Registrar may revoke the placard.
- Permits the Registrar to waive the requirement that a state vehicle transporting persons with disabilities display the name of the agency on the vehicle. The vehicle may only use a parking space for persons with disabilities when persons with disabilities are in the vehicle.

DISABILITY PLACARD ABUSE PENALTIES

Making a false statement on an application or renewal for a disability placard (90/2/G, Civil Motor Vehicle Infraction [CMVI]) M.G.L c. 90, § 2

1st offense: **\$500 fine**

2nd offense: **\$1,000 fine**

Any application or renewal for a placard is signed under the penalties of perjury.

Misuse of placard or using a deceased person's placard (90/2/B, CMVI) M.G.L c. 90, § 2

1st offense: **\$500 fine; 60-day license suspension**

2nd offense: **\$1,000 fine; 120-day license suspension**

Subsequent offenses: **\$1,000 fine; 1 year license suspension**

Registrar may revoke a placard if used improperly by another person

Misuse of placards includes drivers using:

- Expired, altered, or counterfeit placards
- Placards when the placard holder has not immediately been picked up or dropped off
- Placards that have been reported lost or stolen
- Multiple placards

Obstructing a placard number or expiration date (90/2/F, CMVI) M.G.L c. 90, § 2

\$50 fine (includes reversing the placard)

Failure to return a revoked or canceled placard (90/2/H, CMVI) M.G.L c. 90, § 2

\$100 fine

Making, stealing, altering, forging, or counterfeiting a placard or placard application (90/24B/D) M.G.L c. 90, § 24B

Up to a **\$500 fine** or **imprisonment** in the state prison for up to 5 years or in a jail or a house of correction for up to 2 years (Felony: Criminal or Arrest Citations may be issued)

Impersonating another to obtain a disability placard M.G.L c. 90, § 24B

Up to a **\$500 fine** or **imprisonment** in the state prison for up to 5 years or in a jail or a house of correction for up to 2 years (Felony: Criminal or Arrest Citations may be issued)

Making, stealing, forging, or counterfeiting a placard with intent to distribute M.G.L c. 90, § 24B

Penalties for acts involving:

- 5 or fewer placards (90/24B/F): Up to a **\$500 fine** and/or up to 1 year in a house of correction
- 6-10 placards (90/24B/G): Up to a **\$1,000 fine** and/or **imprisonment** in the state prison for up to 5 years or in a house of correction for up to 2 ½ years
- 10+ placards (90/24B/H): **\$10,000 fine** and/or up to 10 years in the state **prison** (Felony: Criminal or Arrest Citations may be issued)

To report placard abuse, please call **(855) 963 - 2580** | **THE PLACARD ABUSE TASK FORCE**