

APPEALS PROCESS

When an appellant submits an appeal the citation in question is marked to show it is on appeal. The annotation prevents the applicant from being towed before a decision is reached. It also freezes the fine for the duration of the appeals process.

APPEALS GUIDELINES

The Hearing Board uses the following guidelines to reach a decision:

- Understanding parking regulations is the responsibility of a motorized vehicle driver. Ignorance of the parking regulation is not an excuse.
- Your past parking record may be a factor in the decision.
- Parking permit must be displayed correctly to be considered valid.
- The registered owner of the vehicle is ultimately responsible for the citation(s) regardless of who is driving the vehicle at the time of the violation.

POSSIBLE APPEAL OUTCOMES

Granted

If your appeal has been granted, the city ordinance violation was dismissed and there will be no further action required on your part. You will, whenever possible, receive written notification of the decision.

Denied

If your appeal has been denied, this means the Park Hills Hearing Board considers you responsible for the fine and expects you to pay the entire parking violation fine by the date listed on the notification of decision letter/email.