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General Notice

MUNICIPALITY OF WINDHOEK

No. 7 2015

REGULATIONS RELATING TO INSTALLATION, ESTABLISHMENT, MAINTENANCE AND CONTROL OF PARKING METERS AND PARKING PLACES

Under section 94(1)(d)(xii) of the Local Authorities Act, 1992 (Act No. 23 of 1992) read with section 92(1)(c) of the Road Traffic and Transport Act, 1999 (Act No. 22 of 1999) and after consultation with the Minister of Urban and Rural Development and with the approval of the Minister of Works and Transport, the Council of the Municipality of Windhoek has -

- (a) made the regulations set out in the Schedule;
- (b) determined that these regulations come into operation 30 days after the date of its publication in the *Gazette*; and
- (c) repealed the Parking Meter Regulations of the Municipality of Windhoek published under Government Notice No. 226 of 15 November 1974.

M. KAZAPUA

Chairperson

BY ORDER OF THE COUNCIL

Windhoek, 15 December 2015

SCHEDULE

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Definitions

1. In these regulations a word or an expression to which a meaning has been assigned in the Local Authorities Act, 1992 (Act No. 23 of 1992) or in the Road Traffic and Transport Act, 1999 (Act No. 22 of 1999) has that meaning and unless the context otherwise indicates -

“authorised officer” means a person appointed under regulation 10 of the Windhoek Municipal Police Service Regulations published under General Notice No. 32 of 20 February 2013 and authorised by the Head for the purposes of enforcing these regulations;

“Council” means the Council of the Municipality of Windhoek;

“coupon parking” means a parking bay or parking lot where vehicles may be parked using a parking coupon;

“demarcated parking place” means a parking bay at which a parking meter is used to regulate parking;

“fee” means a fee determined by the Council, for the purpose of these regulations, in terms of section 30(1)(u) of the Local Authorities Act, 1992 (Act No. 23 of 1992);

“handheld device” means a portable multiple parking meter operated by a parking marshal, which when activated, issues a pay-and-display receipt, that registers the particulars reflected on that meter;

“metered area” means a parking lot where fees apply for parking a vehicle at that parking lot;

“multiple parking meter” means one parking meter which functions in respect of more than one parking bay and includes pay and display parking meters or hand held devices;

“parking bay” means an area designated by the Council on a public road or a parking lot for the purpose of the parking of a vehicle;

“parking coupon” means a preprinted paper card issued by the Council that represents fixed parking periods showing tabs the driver of a vehicle has to completely tear off or scratch off to indicate the date and time in which he or she leaves the vehicle in a coupon parking area;

“parking lot” means an area of land or a building designated by the Council for use by members of the public to park vehicles whether or not fees are determined for that use;

“parking marshal” means a person employed by a service provider for purpose of rendering a parking service in terms of these regulations;

“parking meter” means a device which -

- (a) collects payment and displays the parking period, for that payment, on that device; or
- (b) registers the parking period;

“parking period” means the maximum continuous period during which a vehicle is permitted to park in a metered area as specified on a relevant pay-and-display receipt or a parking meter or the maximum continuous period during which a vehicle is permitted to park in a parking lot as indicated by a road traffic sign;

“pay-and-display parking” means a metered area in which a pay-and-display receipt must be obtained from a pay-and-display parking meter which is situated in or in close proximity of the parking bay;

“pay-and-display parking meter” means a parking meter or a multiple parking meter designed for the purpose of issuing a pay-and-display receipt which must be displayed to ensure all information is clearly visible inside the vehicle being parked on a parking bay controlled by pay-and-display parking;

“pay-and-display receipt” means a receipt indicating the date and time of payment, amount of fee paid and the parking period;

“service provider” means a person or legally constituted entity who or which on behalf of the Council renders parking services under a written agreement with the Council;

“single parking meter” means a parking meter designed for the purpose of measuring and indicating the time for which a vehicle may be parked in a particular parking bay;

“special events” means a festival, gathering, event, fair or meeting organised or arranged for purposes of sport, religion, exhibition, trade, commerce, entertainment, music, industry or any other purposes;

“time of operation” means the defined period, days and hours, indicated on a single or multiple parking meter or road sign, when metered parking applies or when it is required to activate the meter or pay the determined fee to utilise the parking bay within a metered area; and

“the Head” means the person appointed as contemplated in regulation 8(1) of the Municipal Police Service Regulations published under General Notice No. 32 of 20 February 2013 to be the Head of the Service referred to in regulation 2 of those regulations.

Provisions relating to parking bays or parking lots

- 2. (1) The Council may -
 - (a) establish new parking bays or parking lots, exclusive parking bays or parking bays for persons with disabilities;

- (b) remove or change, parking bays or parking lots, exclusive parking bays or parking bays for persons with disabilities; and
- (c) set aside a parking bay or parking lot for special events on the payment of a fee.

(2) The Council must demarcate and maintain all parking bays, parking lots, exclusive parking bays and parking bays for persons with disabilities, owned by the Council, in the colour and size used for road traffic signs.

Provisions relating to metered areas

3. The Council may -
- (a) declare a parking bay or parking lot to be a metered area or change that parking bay or parking lot not to be a metered area;
 - (b) declare or change the type of parking control method used for a metered area to be a pay-and-display parking, coupon parking, single parking meter or multiple parking meter;
 - (c) determine the parking periods for metered areas;
 - (d) determine the parking meter fees for metered areas;
 - (e) determine, in respect of metered areas, the payment options by means of Namibian coins, token, card, pre-paid parking device or other system of payment; and
 - (f) provide for and regulate the operation, maintenance, control, protection, use or discontinuing the use of parking lots or parking meters and installation of parking lots or parking meters.

Provisions relating to parking meters

4. (1) Subject to regulation 3, the Council may install, maintain, manage or operate or cause to be installed, maintained, managed or operated -

- (a) a parking meter or a multiple parking meter system on a parking bay or parking lot;
- (b) a single parking meter at a parking bay demarcated as a parking bay;
- (c) a multiple parking meter at a parking bay demarcated as a parking bay;
- (d) a parking meter system by which the parking period is displayed, by way of a pay-and-display parking or a coupon parking;
- (e) a road traffic sign at the start and end of a metered area or at entrances to parking lots to indicate the type of parking control method used for that metered area or parking lot;
- (f) a road traffic sign at the start and end of a metered area to indicate the -
 - (i) time when metered parking applies and a person parking a vehicle at that metered area is required to activate the parking meter or display a parking coupon; and

- (ii) fee for parking at that metered area; or
- (g) a notice on a parking meter or notice board, which indicates the kind of action which must be taken in order to set that parking meter in operation.

(2) A road traffic sign or notice displayed in terms of subregulation (1)(e),(f) or (g) serves as sufficient notice to the driver of a motor vehicle of the content of the road traffic sign or notice.

Single parking meters

5. (1) A single parking meter must be affixed to a pole and placed on and firmly fastened to the kerb or sidewalk adjoining the parking bay which that single parking meter is to control.

(2) If a parking meter contemplated in subregulation (1) is out of order, an authorised officer must securely place over that parking meter a hood carrying in legible letters the words “out of order” and a vehicle may be parked at the parking bay which that parking meter was intended to control without payment of a fee.

Multiple parking meters

6. (1) A multiple parking meter must be located within close proximity of the parking bays which they are to control and in a clearly visible position.

(2) If a multiple parking meter contemplated in subregulation (1) is out of order, an authorised officer must securely place over that parking meter a hood carrying in legible letters the words “out of order” and a vehicle may be parked at the parking bay which that parking meter was intended to control without payment of a fee.

(3) Details of the parking bay numbers, the period of time for which a vehicle may be parked within that parking bay and the fee required to activate the meter must clearly be indicated on the parking meter.

Pay-and-display parking

7. (1) For purposes of pay-and-display parking -

(a) the boundaries of a pay-and-display parking must be defined by road traffic signs located -

(i) within close proximity of the parking bays which the road traffic signs are to control; and

(ii) in a clearly visible position;

(b) the road traffic signs contemplated in paragraph (a) must clearly indicate if a pay-and-display receipt is issued by a multiple parking meter or a hand-held device operated by a parking marshal; and

(c) the pay-and-display receipt contemplated in paragraph (b) must display the time the meter has been activated, the time the parking period will lapse and the fee paid.

(2) If pay-and-display receipts are issued, the driver or person in charge of a vehicle must -

- (a) place the pay-and-display receipt on the dashboard of that vehicle, on the side of the vehicle's windscreen closest to the kerb, in such a way that the time of the parking period is clearly visible from outside the vehicle; and
 - (b) not display an invalid or expired receipt.
- (3) A pay-and-display receipt is only valid if -
- (a) it is not torn, defaced, written on or mutilated to such an extent that the expiry of the parking period is not clear; and
 - (b) it has no alteration or other irregularity.

(4) If a pay-and-display parking meter at a parking bay is out of order or pay-and-display receipts are either not issued at that parking bay or are unreadable, an authorised officer must securely place over that parking meter a hood carrying in legible letters the words "out of order" and a vehicle may be parked at that parking bay without payment of a fee.

Coupon parking

8. (1) For purposes of coupon parking -
- (a) the boundaries of coupon parking must be defined by road traffic signs located -
 - (i) within close proximity of the parking bays which the road traffic signs are to control; and
 - (ii) in a clearly visible position;
 - (b) the road traffic signs contemplated in paragraph (a) must be repeated at intervals not greater than 100 meters;
 - (c) a parking coupon, may be issued by the Council on payment of a fee and if activated, that parking coupon represents a fixed parking period which is clearly displayed on it;
 - (d) a parking coupon must be issued with printed instructions, on the back of that parking coupon or as part of that parking coupon booklet, as to the display and activation of that parking coupon; and
 - (e) a coupon parking at a parking bay may be used together with any other parking management method contemplated in regulation 4(1), if -
 - (i) that parking bay is located within a coupon parking boundary as contemplated in paragraph (a); and
 - (ii) the parking meter or the parking coupon is activated as contemplated in subregulation (2).

(2) A parking coupon has to be activated by completely tearing off or scratching off panels indicating the date and time the vehicle is parked in a coupon parking area.

(3) A parking coupon is invalid if more panels are torn or scratched off indicating more than one clear activation time.

- (4) The parking coupon and the content on it must be displayed on the dashboard of the vehicle and must be clearly visible and readable through the front windscreen of that vehicle.
- (5) The parking coupon lapses if the fixed parking period, displayed on the parking coupon, has lapsed following the activation time.
- (6) Only one parking coupon must be displayed at a time.
- (7) A driver of a vehicle must immediately display on that vehicle a valid parking coupon after parking that vehicle in a designated coupon parking area.
- (8) A parking coupon must be displayed on the vehicle, at all times while that vehicle remains parked in the coupon parking area, in accordance with the instructions printed on the back of that parking coupon.
- (9) A parking coupon is valid if -
- (a) it is not torn, defaced, written on or mutilated to such an extent that the activation time is not legible;
 - (b) it has no alteration or other irregularity;
 - (c) it has been activated; and
 - (d) it complies with subregulation (6).
- (10) A driver of a vehicle may not cause or permit that vehicle to be parked or remain parked in a coupon parking area without a valid parking coupon being displayed on that vehicle.
- (11) An authorised officer or parking marshal may issue parking coupons on payment of a fee.
- (12) The Council may not refund any unused parking coupons.
- (13) An authorised officer may, for the purpose of these regulations, require the driver of a vehicle parked in a coupon parking area, to produce a parking coupon displayed inside that vehicle for inspection and that authorised officer may retain that parking coupon.
- (14) The Council may -
- (a) exempt the driver or person in charge of a vehicle from displaying a parking coupon in a coupon parking area if that driver or person has a coupon exemption permit issued under paragraph (b) or a parking disc issued under regulation 10; and
 - (b) issue the driver or person in charge of a vehicle with a coupon exemption permit if that driver or person is living in a coupon parking area and has applied for that coupon exemption permit as contemplated in subregulation (15).
- (15) A driver or person in charge of a vehicle who intends to acquire a coupon exemption permit as contemplated in subregulation (14)(b) must apply in writing to the Head and the application form for a coupon exemption permit must be accompanied by -
- (a) that driver's or person's -
 - (i) full name and address;

- (ii) acceptable identification;
- (iii) designated coupon parking area;
- (b) that vehicle's -
 - (i) registration number;
 - (ii) vehicle make and model; and
- (c) the fee for that application.

(16) The coupon exemption permit contemplated in subregulation 14(b) must be displayed on the windscreen of the vehicle when the vehicle is parked in a coupon parking area.

Metered parking

9. (1) Each parking meter must clearly indicate the -
- (a) parking period selected for parking in a demarcated parking place;
 - (b) fee to be paid in respect of parking for the parking period contemplated in paragraph (a); and
 - (c) period of time, acquired by activating a parking meter or hand held device, for parking in the parking space to which that parking meter relates, indicated by a pay-and-display receipt, dial, pointer or by digital figures.
- (2) Metered parking applies to the driver or person in charge of a vehicle only when that driver or person occupies or intends to occupy a parking bay within a metered area for longer than a minute.
- (3) Metered parking contemplated in subregulation (2), does not apply -
- (a) between 13H00 on Saturdays and 08H00 on Mondays and between 18H00 and 08H00 from Mondays to Saturdays or between such other hours as determined by the Council and indicated on the parking meter or a road traffic sign;
 - (b) on a public holiday;
 - (c) where a vehicle is parked in a vacant demarcated parking bay for the unexpired parking period as indicated by the parking meter or pay-and-display receipt when the vehicle is so parked; and
 - (d) if the driver or person in charge of a vehicle is in possession of a valid parking disc contemplated in regulation 10.
- (4) Each parking meter or hand held device must have on it the directions indicating the time of operation when metered parking applies, and the limited period of time for which parking is lawfully permitted in the parking space to which that parking meter relates.

Parking discs

10. (1) The Council may in respect of a demarcated parking place within a metered area issue, on payment of a fee, a parking disc entitling the holder of that disc to park the vehicle

specified in that disc in any available parking lot or parking bay under the control of the Council, for the period indicated on that parking disc.

(2) The parking disc contemplated in subregulation (1) is not transferable to another person or another vehicle.

(3) An owner of a vehicle who intends to acquire a parking disc as contemplated in subregulation (1) must apply in writing to the Head.

(4) A parking disc issued in terms of subregulation (1) must be affixed by the holder of that disc to the windscreen of the vehicle in respect of which it is issued in such manner and place that its written or printed context is legible from the outside of that vehicle and the parking disc must be visible to a person standing in front or to the left in front of that vehicle.

(5) The holder of a parking disc contemplated in subregulation (1) must before the date of expiry appearing on that disc, but not more than thirty days before that date, apply to the Head for the renewal of that disc.

(6) If the holder of a parking disc contemplated in subregulation (1) fails to comply with subregulation (5) the disc expires.

Payment for parking

11. (1) Subject to regulation 9(3), when a vehicle is parked in a parking bay, the driver or person in charge of that vehicle must -

- (a) immediately deposit or cause to be deposited in the parking meter controlling that parking bay the amount due as indicated on that parking meter for the period of time during which that driver or person intends to park that vehicle in that parking bay;
- (b) set the parking meter contemplated in paragraph (a) in operation either by inserting the amount due as indicated on that parking meter in the appropriate slot of that parking meter or in accordance with the instructions appearing on that parking meter; or
- (c) make payment by any other means determined by the Council irrespective of the device used to record the time parked and irrespective of whether payment is required at the beginning or end of the period so parked.

(2) A person who fails to comply with subregulation (1) commits an offence.

(3) If a vehicle or a vehicle and its trailer occupies more than one parking bay within a metered area the driver or person in charge of that vehicle must immediately put into operation the parking meters of all the parking bays partially and fully occupied by that vehicle or vehicle and its trailer as contemplated in subregulation (1)(a).

(4) A driver or person in charge of a vehicle may only park the vehicle at a metered area, if that driver or person complies with subregulation (1)(a) or (b) or subregulation (3), for the period which is indicated on the parking meter, parking coupon or pay-and-display receipt.

(5) A driver or person in charge of a vehicle may, without payment, park the vehicle during such time as may be indicated on the parking meter as being unexpired from its previous use, but the Council may reset a meter after a vehicle for which the parking was paid for vacates the parking bay and before that parking bay is occupied by a subsequent vehicle.

(6) Subregulation (5) does not apply to a parking bay where unexpired time is not visibly displayed.

(7) The driver or person in charge of a vehicle may, regardless of whether the authorised parking period has expired or not, immediately set the parking meter in operation as set out in subregulation (1) and after the meter has been set in operation, the vehicle may lawfully occupy the parking bay for the further period indicated on the parking meter, parking coupon or pay-and-display receipt.

(8) A driver or person in charge of a vehicle may not cause or permit the vehicle to be parked or remain parked in a parking bay while the -

(a) parking period has expired; or

(b) parking meter has not been set into operation as contemplated in subregulation (1).

(9) A person who contravenes subsection (8) commits an offence.

(10) A driver or person in charge of a vehicle, who has paid for parking as contemplated in subsection (1) may not contravene any road traffic sign including a road traffic sign prohibiting the parking of a vehicle or specific categories of vehicles.

(11) The payment for parking as contemplated in subregulation (1) is not to be construed to mean that the Council is liable for any loss of or damage to a vehicle or its contents because it is parked in a metered area.

Parking at multiple parking meters

12. A driver or person in charge of a vehicle may not park that vehicle in a metered area controlled by a multiple parking meter unless that driver or person -

(a) complies with the directions and requirements indicated on the parking meter or relevant notices installed;

(b) pays the fee contemplated in regulation 11(1) to cover the parking period;

(c) activates the meter; and

(d) receives and displays the ticket from the multiple parking meter in respect of the payment contemplated in paragraph (b), or activates a prepaid parking or other payment device approved by Council.

Handheld devices

13. (1) Subject to regulation 7(1)(a) and (b), road traffic signs or notice boards must be positioned at every fifth consecutive parallel parking bay or at every eighth consecutive angle or ninety degree parking bay, but not more than 30 meters apart.

(2) A person may not park a vehicle or cause a vehicle to be parked in any demarcated parking place unless, at the start of the parking period and before he or she departs from that vehicle, he or she pays to the parking marshal to whom that parking bay has been allocated a fee due in respect of the parking period elected as indicated on the handheld device in respect of that vehicle's registration number.

(3) The obligation to pay a parking fee to a parking marshal as contemplated subregulation (2) applies only during such hours as the Council may determine.

(4) A person may not park a vehicle in a demarcated parking place unless that person or a parking marshal inserts the registration number of that vehicle into the parking meter to activate that parking meter.

(5) The driver of a vehicle must make payment of the fees relevant to the vehicle in respect of parking in accordance with regulation 11 and the payment must be made in Namibian coins or by electronic payment if the handheld device is able to accept that payment.

(6) A person may not park a vehicle in a parking bay unless -

(a) a parking marshal has caused a pay-and-display receipt for the parking period elected by that person to be issued and has handed it to that person; and

(b) the pay-and-display receipt issued in terms of paragraph (a) -

(i) is displayed at all times that the vehicle remains parked; and

(ii) is placed on the dashboard of that vehicle, on the side of that vehicle's windscreen closest to the kerb, in such a way that the time of the parking period is clearly visible from outside that vehicle.

(7) Despite subregulation (6), a person may park a vehicle in a parking bay without payment if a handheld device is out of order or is unable to issue a pay-and-display receipt and the parking marshal in charge at that parking bay must issue a certificate, confirming that device is out of order, to that person and that person must place that certificate on the dashboard of that vehicle in such a way that it is clearly visible from outside.

(8) A service provider must, within seven working days from the beginning of each month, provide the Council with a report, of the previous month dealing, containing -

(a) the number of vehicles parked within a designated area under the jurisdiction of that service provider;

(b) the number of parking marshals within every designated area under the jurisdiction of that service provider;

(c) separately provided data for every designated area under the jurisdiction of that service provider; and

(d) any other report agreed on between the Council and the service provider.

Temporary discontinuing of parking places

14. (1) An authorised officer may place a road traffic sign at a demarcated parking place to indicate that parking at that place is not allowed if -

(a) that officer considers it necessary or expedient to do so in the interest of the movement or control of traffic; or

(b) the Council gives directions that the parking place must be temporarily discontinued.

(2) A person who parks a vehicle at a place where an authorised officer has placed a traffic sign as contemplated in subsection (1) commits an offence.

(3) If a parking place is to be temporarily discontinued as contemplated in subregulation (1)(b) and is to be used for reserved parking, special events or the use of a specified vehicle, the authorised officer must place or cause to be placed -

- (a) a sign clearly indicating that the parking place may only be used for the reserved parking, special events or use of that specified vehicle; or
 - (b) temporary barricades to barricade the parking space contemplated in paragraph (a).
- (4) A person who intends to reserve a demarcated parking space must -
- (a) apply to the Council to have that space temporarily discontinued as contemplated in subregulation (1)(b); and
 - (b) pay a fee for the application contemplated in paragraph (a).

Presumption

15. If a vehicle has been parked in contravention of these regulations, it is presumed to have been parked by the person in whose name that vehicle is registered unless the contrary is proven.

Advertisement on parking meters

16. Despite any other provision to the contrary contained in these regulations, the Council may permit a person to advertise on parking meters subject to the conditions laid down by the Council.

Currency for use in parking meters

17. Only Namibian currency may be deposited or cause to be deposited in a parking meter.

Exemptions

18. (1) The driver of an emergency service vehicle is exempt from these regulations if that driver parks or stops that vehicle at a coupon parking, demarcated parking place, metered area or parking bay while that driver is performing his or her duties.

(2) The Council may exempt the following persons from these regulations, if such persons apply to the Council in writing to be exempted -

- (i) a medical practitioner;
- (ii) a physically disabled person;
- (iii) a person conveying or assisting disabled persons;
- (iv) a person on account of sickness; or
- (v) any other specified category of persons.

(3) An owner of a vehicle who intends to acquire an exemption contemplated in subregulation (2)(ii), (iii) or (iv) must apply for a parking disc in terms of regulation 10 and that application must be accompanied by a recent certificate signed by a medical practitioner in which the

physical disability or sickness of the applicant or the disabled person being assisted by the applicant is defined, including the duration of that disability or sickness, if not permanent.

(4) An owner of a vehicle who has applied for an annual parking disc as contemplated in subregulation (3) and to whom exemption has been granted, as contemplated in subregulation (2) (ii), (iii) or (iv), must at all times display that parking disc, in the form approved by the Council, on the windscreen of that vehicle or if there is no windscreen, in a conspicuous position on that vehicle.

(5) The parking disc contemplated in subregulation (4) may only be issued by the Head to the owner of a vehicle if that owner, has complied with subregulation (3) and pays the fee for the parking disc.

(6) An owner of a vehicle must before the date of expiry appearing on the parking disc contemplated in subregulation (4) but not more than thirty days before that date apply to the Head for a new parking disc and pay a fee for the parking disc failing which the exemption in terms of subregulation (4) expires on that date.

(7) Only a person who has applied for a parking disc as contemplated in subregulation (3) and to whom exemption has been granted as contemplated in subregulation (2)(ii), (iii) or (iv), may park the vehicle concerned in a parking place without activating the parking meter.

(8) If any change occurs in the health or bodily condition of a person to whom exemption has been granted in terms of subregulation (4) that person must inform the Head about that change and the Council may withdraw that exemption.

(9) The Council may withdraw an exemption contemplated in subregulation (4) if it is of the opinion that the exemption is being abused in any manner or that it is no longer necessary.

(10) If an exemption contemplated in subregulation (4) is withdrawn as contemplated in subregulation (9), the person affected must hand over the parking disc to the Head.

Duties of authorised officer

19. It is the duty of an authorised officer or parking marshal to inspect and examine all parking meters and all parking bays and to report all violations, damages or defacements to the service provider or person responsible for the maintenance of the parking meters.

Offences and penalties

20. (1) A driver or person in charge of a vehicle commits an offence if that driver or person -

- (a) fails to comply with a prohibition, restriction, direction or requirement indicated by parking meters, multiple parking meters, hand-held parking meters, coupon parking or signs and notices placed in or on any road or other area controlled by the Council;
- (b) parks that vehicle in a parking space set aside for the use of vehicles carrying disabled persons;
- (c) fails to pay for a lost parking coupon or pay-and-display receipt on the request of an authorised officer after having failed to produce a parking coupon or pay-and-display receipt on the request of that authorised officer;
- (d) causes or permits the vehicle to remain parked in a parking area except in accordance with these regulations;

- (e) causes or permits that vehicle to remain parked in a parking area for more than 24 hours where no other maximum authorised period is specified on a parking bay served by a parking meter or road traffic signs;
 - (f) fails to activate an approved parking meter device while parked in a parking area;
 - (g) adjusts the fee to make it different from that required in that metered area;
 - (h) displays the parking coupon or pay-and-display receipt incorrectly so that it cannot be read for enforcement purposes;
 - (i) parks a motorcycle or leaves a pedal cycle on a parking area not designated for a motorcycle or a pedal cycle;
 - (j) operates or attempts to operate any parking meter by any means other than as determined by these regulations;
 - (k) fails to park that vehicle within a demarcated parking bay;
 - (l) writes on or defaces a parking coupon or pay-and-display receipt or certificate;
 - (m) takes possession of or handles or tampers with a parking meter device in the possession of a parking marshal;
 - (n) offers to a parking marshal false or counterfeit money or any foreign object, including bribes of money or bribes in any other form;
 - (o) fails to pay the fee as indicated on the notice board to activate a meter;
 - (p) parks or leaves that vehicle in a parking space and fails to immediately activate the parking meter relating to that parking space;
 - (q) causes or attempts to cause a parking meter to record the passage of time;
 - (r) writes on or defaces a parking coupon, certificate or pay-and-display receipt;
 - (s) parks or leaves that vehicle in a parking space for a period of time in excess of the maximum period allowed by the directions set forth on the parking meter at that parking space, regardless of the number of coins deposited or whether or not the word "violation" or "expired" or "time expired" is visible in the observation window of the parking meter; or
 - (t) permits that vehicle to be parked or left standing in a parking space while the words "TIME EXPIRED" or "VIOLATION" are visible in the observation window of the parking meter relating to that parking space.
- (2) A person commits an offence if the person -
- (a) misuses a parking meter;
 - (b) interferes or tampers with the working or operation mechanisms of any parking meter or pay-and-display parking device or hand held parking device;
 - (c) affix any placard, advertisement, notice, list, document, board or anything on, or paint or write upon any parking meter without the prior written approval of the Council;

- (d) wilfully damages or defaces any sign, notice or parking meter;
 - (e) by word or deed hinders the parking marshal in his or her parking marshal duties;
 - (f) inserts or attempts to insert into a parking meter -
 - (i) any coin other than a coin of Namibian currency as contemplated in regulation 17;
 - (ii) any card or token system not determined by the Council as a method of payment for parking; or
 - (iii) any foreign object;
 - (g) jerks or in any way interferes with a parking meter which is not working properly or at all in order to make it work properly or for any other purpose;
 - (h) activates a parking meter for another person or driver; or
 - (i) places or leaves a pedal cycle on a parking area not designated for a pedal cycle.
- (3) A person convicted of an offence under these regulations is liable to a fine not exceeding N\$2 000 or to imprisonment for a period not exceeding six months or to both such fine and such imprisonment.
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