



**RULE-MAKING ORDER**  
**(RCW 34.05.360)**

**CR-103 (7/10/97)**

**Agency:** Clark College

- Permanent Rule
- Emergency Rule
- Expedited Adoption
- Expedited Repeal

**(1) Date of adoption:** October 22, 1997

**(2) Purpose:**

To revise and update parking and traffic rules and regulations.

**(3) Citation of existing rules affected by this order:**

**Repealed:**

**Amended:** Amending WAC 132N-156-310, 320, 330, 400, 440, 450, 460, 500, 550, 560, 600, 620, 630

**Suspended:** 650, 710, 720, 730, 740, 750.

**(4) Statutory authority for adoption:** Chapter 28B.50 RCW

**Other authority:**

**PERMANENT RULE ONLY (Including EXPEDITED ADOPTION)**

Adopted under notice filed as WSR 97-19-077 on 10-1-97 <sup>[9-16-97]</sup> (date).

Describe any changes other than editing from proposed to adopted version: None

**EMERGENCY RULE ONLY**

Under RCW 34.05.350 the agency for good cause finds:

- (a) That immediate adoption, amendment, or repeal of a rule is necessary for the preservation of the public health, safety, or general welfare, and that observing the time requirements of notice and opportunity to comment upon adoption of a permanent rule would be contrary to the public interest.
- (b) That state or federal law or federal rule or a federal deadline for state receipt of federal funds requires immediate adoption of a rule.

Reasons for this finding:

**EXPEDITED REPEAL ONLY**

Under Preproposal Statement of Inquiry filed as WSR \_\_\_\_\_ on \_\_\_\_\_ (date).

**(5.3) Any other findings required by other provisions of law as precondition to adoption or effectiveness of rule?**

- Yes
  - No
- If Yes, explain:

**(6) Effective date of rule:**

**Permanent Rules  
or Expedited Rule Making**

- 31 days after filing
- Other (specify) \_\_\_\_\_\*

**Emergency Rules**

- Immediately
- Later (specify) \_\_\_\_\_

\*(If less than 31 days after filing, specific finding in 5.3 under RCW 34.05.380(3) is required)

**NAME (TYPE OR PRINT)**

Tana L. Hasart

**SIGNATURE**

*Tana L. Hasart*

**TITLE**

Interim President

**DATE**

10-31-97

**CODE REVISER USE ONLY**

CODE REVISER'S OFFICE  
STATE OF WASHINGTON  
FILED

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97-23-018

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Note: If any category is left blank, it will be calculated as zero.  
No descriptive text.

Count by whole WAC sections only, from the WAC number through the history note.  
A section may be counted in more than one category.

The number of sections adopted in order to comply with:

Federal statute:	New	_____	Amended	_____	Repealed	_____
Federal rules or standards:	New	_____	Amended	_____	Repealed	_____
Recently enacted state statutes:	New	_____	Amended	<u>3</u>	Repealed	_____

The number of sections adopted at the request of a nongovernmental entity:

New \_\_\_\_\_ Amended \_\_\_\_\_ Repealed \_\_\_\_\_

The number of sections adopted on the agency's own initiative:

New 1 Amended 16 Repealed \_\_\_\_\_

The number of sections adopted in order to clarify, streamline, or reform agency procedures:

New 1 Amended 19 Repealed \_\_\_\_\_

The number of sections adopted using:

Negotiated rule making:	New	_____	Amended	_____	Repealed	_____
Pilot rule making:	New	_____	Amended	_____	Repealed	_____
Other alternative rule making:	New	_____	Amended	_____	Repealed	_____

Clark College  
Chapter 132N-156 WAC, Parking and Traffic Rules and Regulations

**AMENDING SECTIONS:**

132N-156-310, 320, 330, 400, 440, 450, 460, 500, 550, 560, 600, 620, 630, 650, 710, 720, 730, 740, and 750.

**ADD NEW SECTION:**

132N-156-635.

AMENDATORY SECTION (Amending WSR 93-20-080, filed 10/4/93, effective 11/4/93)

**WAC 132N-156-310 Authority.** Pursuant to RCW 28B.50.140(10) the board is granted authority to establish rules and regulations for pedestrians and vehicular and nonvehicular traffic over property owned, operated, and/or maintained by the college.

The enforcement of these rules and regulations shall be the responsibility of the security/safety office.

Security officers are authorized to issue parking and traffic citations, impound and/or immobilize vehicles, and control and regulate facilities use, traffic, and parking as prescribed in these rules and regulations.

Any person interfering with a college security officer in the discharge of the provisions of these rules and regulations shall be in violation of RCW 9A.76.020, Obstructing governmental operation, and may be subject to arrest by a peace officer.

Failure by students to abide by these rules and regulations may be considered to be a violation of the code of student conduct (~~((WAC 132N 20 050 (4), (5), (9), (10), (11), (14), and (17)))~~) chapter 132N-120 WAC, as applicable).

AMENDATORY SECTION (Amending WSR 93-20-080, filed 10/4/93, effective 11/4/93)

**WAC 132N-156-320 Definitions.** College - Clark College, Community College District (~~(No-)~~) 14.

**College property** - Campus property, parking lots, or land owned, leased, controlled or maintained by Clark College.

**Immobilization** - Rendering a vehicle inoperable by use of a wheel-lock device.

**Impoundment** - Removal of a vehicle to a storage facility.

**Pedestrian** - Any person afoot (~~(, as defined in RCW 46.04.400)~~) or who is using a wheelchair or a means of conveyance propelled by human power other than a bicycle.

**Student** - Any individual currently registered for classes at the college.

**Vehicular traffic or vehicles** - Those devices defined as "vehicles" in RCW 46.04.670.

**Nonvehicular modes of transportation** - Nonvehicular transportation devices shall include, but not be limited to, (~~(bicycles,)~~) skateboards, snowmobiles, roller skates and roller blades, snow sleds, and scooters.

AMENDATORY SECTION (Amending WSR 93-20-080, filed 10/4/93, effective 11/4/93)

**WAC 132N-156-330 Liability of the college.** The college assumes no liability for vehicles parking or traveling on college property, nor shall it be held responsible for the loss of goods or property from vehicles parked on college property.

The college, the security/safety office, security officers, or other employees or agents shall not be held liable for any damages, claims, or losses occurring to or from vehicles or equipment when rendering motorist assistance, impounding vehicles, or performing any duties as described in these rules and regulations. This section also applies to nonvehicular modes of transportation.

The college provides only limited maintenance to college parking lots during periods of inclement weather. Persons using the college parking lots do so at their own risk. The college will not be responsible for any liability or damage claims arising from weather-or other natural disaster-related causes or conditions.

AMENDATORY SECTION (Amending WSR 93-20-080, filed 10/4/93, effective 11/4/93)

**WAC 132N-156-400 Authorized use of facilities.** Only those vehicles as defined and regulated in RCW 46.04.670 and as defined herein, may be operated in parking lots or in traffic areas by licensed drivers (~~(, as defined in chapter 46.20 RCW)~~). No vehicle, with the exception of nonmotorized bicycles, (~~(motorized or nonmotorized)~~) wheelchair(~~(s)~~) conveyances, and certain maintenance vehicles, may be operated on intracampus property, pathways, or sidewalks without the specific permission of the security/safety office.

AMENDATORY SECTION (Amending WSR 93-20-080, filed 10/4/93, effective 11/4/93)

**WAC 132N-156-440 Traffic accidents.** Persons involved in traffic accidents on college property are to report the accident to the security/safety office. An officer will be dispatched to investigate and file an accident report. In addition, RCW 46.52.030 requires that accidents on college property involving injury or property damage in excess of five hundred dollars be reported to local law enforcement agencies within twenty-four hours. (~~(State accident report forms are available at the security/safety office.)~~) Security officers are authorized to obtain and share with all parties to an accident information on the insurance coverage of the parties.

Nothing in this section should be interpreted so as to delay the immediate reporting of traffic accidents which involve injury or loss of life to appropriate noncollege authorities.

**WAC 132N-156-450 Traffic offenses.** ((The absence of previous warnings or citations will not preclude the imposition of a fine)) When safety considerations warrant ((-)), security officers may issue a citation for any of the following traffic offenses:

- (1) Failure to yield right of way (posted);
- (2) Failure to yield right of way to pedestrian;
- (3) Failure to yield right of way to vehicle;
- (4) Failure to obey one-way directional arrows;
- (5) Failure to yield right of way to emergency vehicle;
- (6) Driving with excessive speed;
- (7) Failure to stop at traffic signal/sign;
- (8) Failure to use due care and caution;
- (9) Driving without lights after dark;
- (10) Having a passenger or animal outside of vehicle while in motion;
- (11) Driving with an obstructed view;
- (12) Driving on shoulder, or sidewalk or intracampus sidewalk or lane without authorization;
- (13) Disobeying flagger, peace officer, security officer, fire fighter, or other agent of the college;
- (14) Damaging college property including but not limited to landscape and plant material, curbs, sidewalks, utilities, etc.
- (15) Driving while under the influence of intoxicants or with an open container of intoxicants.

All traffic offenses carry a ((twenty-dollar)) fifty-dollar fine.

**WAC 132N-156-460 Bicycles and nonvehicular transportation usage.** Bicycles may be ridden any place where vehicles are permitted. They may also be ridden on campus sidewalks or pathways, though pedestrians always have the right of way. An audible signal shall be used by bicyclists to warn pedestrians of oncoming bicycles. Bicyclists shall not ride in a reckless manner or engage in stunts or dangerous acts, or operate at speeds greater than ten miles per hour or such lower speed as is reasonable and prudent under the circumstances. With the exception of ((motorized or nonmotorized)) wheelchair((s)) conveyances and certain college service vehicles, no other nonvehicular modes of transportation as specified in the preceding "definitions" will be allowed on college property.

**WAC 132N-156-500 Allocation of parking space.** The parking spaces available on college properties shall be assigned by the ((~~security/safety~~)) office of administrative services in a manner which will best attain the objectives of these regulations. The ((~~security/safety office~~)) plant services department is authorized to mark various parking areas on college property with numbers or titles or by posting signs, or marking the pavement.

**Open parking -** Open parking is limited to those parking areas not otherwise marked as reserved for faculty/staff, physically disabled persons, special use, service vehicle, or visitor. Users of open parking are not required to display a parking permit.

**Faculty/staff parking -** Faculty, staff and administrators using college owned or leased parking facilities up to 10:00 p.m. during the academic year are to purchase parking permits.

Faculty/staff parking spaces are marked on the pavement with an F/S. Only college employee vehicles displaying a valid parking permit may park in faculty/staff parking spaces. Faculty/staff parking spaces shall be considered open parking zones ((~~after~~)) from 10:00 p.m. ((~~each day that~~)) to 7:00 a.m. when the college is in regular session.

Vehicles with approved faculty/staff parking permits are permitted to park in open parking areas only when the designated parking faculty/staff spaces are full.

**Visitor parking -** All visitors, including guests, salespersons, maintenance or service personnel and all other members of the public, may park on college property in open parking, in designated special use visitor zones, or as directed by the security/safety office.

**Use of vehicle as habitation -** No vehicle or vehicle trailer may be used as a place of habitation on any college facility without permission from the security/safety office.

**Handicapped parking -** Physically disabled persons parking zones may be occupied only by vehicles displaying a valid temporary parking permit issued by the college or a valid permanent or temporary permit issued by the state of Washington in compliance with RCW 46.16.381 and 46.16.390. Temporary parking permits are available in health services. Valid parking permits issued by other states will be honored.

**Motorcycle parking -** Motorcycle parking zones are reserved for motorcycles and motor-driven cycles. These vehicles are not to occupy regular automobile parking spaces or other areas not designed for parking.

**Service vehicle parking -** Service vehicle parking zones are limited to use by authorized college service or contractor vehicles only.

**WAC 132N-156-550 Illegal parking.** No person shall stop, place, or park a vehicle at any place where official signs, curbs, or pavement markings prohibit parking, or within fifteen feet of a fire hydrant, or at any place for which the vehicle does not have a valid parking permit. Any vehicle not parked in a (~~marked~~) parking stall shall be considered illegally parked.

Drivers who are instructed by a security officer to either move an illegally parked vehicle or not to park in violation of this section, and refuse, will have their vehicle immediately impounded or immobilized.

Security officers may issue citations resulting in fines (~~(even if the vehicle has not received a previous warning citation for any violation of these rules and regulations)~~) if the vehicle is found in the commission of any of the following parking violations:

- (1) Parking in a faculty/staff parking zone without a valid permit.
- (2) Parking a disabled or inoperable vehicle on campus in excess of twenty-four hours without appropriate permission.
- (3) Occupying more than one parking space.
- (4) Parking in a space not designated for parking.
- (5) Parking in an area not authorized.
- (6) Blocking vehicular or pedestrian traffic.
- (7) Parking within fifteen feet of a fire hydrant.
- (8) Parking in a fire lane, sidewalk, or intracampus avenue.
- (9) Parking in a "No Parking" zone.
- (10) Parking on the grass.
- (11) Parking overnight without security office permission and/or permit.
- (12) Parking of a bicycle illegally.
- (13) Parking in physically disabled persons parking zone without an authorized parking permit.
- (14) Use of a vehicle for habitation without permission.
- (15) Illegal use of or failure to display permit.
- (16) Creating a safety hazard in the opinion of the security officer.

All parking citations carry a (~~ten-dollar~~) twenty-dollar fine, with the exception of physically disabled persons parking violations which carry a (~~twenty-dollar~~) fifty-dollar fine.

Illegally parked vehicles which require removal will be done so at the owner's or operator's expense.

**WAC 132N-156-560 Hazardous parking.** No person shall stop, place, or park a vehicle so as to obstruct traffic along or upon any street, firelane, or sidewalk or at any location as described in RCW 46.61.570. Due to the severe risk to public safety created by any vehicle parking in violation of this section, security



officers are authorized to cite and immediately impound said vehicle. Security officers will complete a vehicle impound report, including the reason for the impoundment. Removal and impoundment will be at the owner's or operator's expense.

AMENDATORY SECTION (Amending WSR 93-20-080, filed 10/4/93, effective 11/4/93)

**WAC 132N-156-600 Faculty and staff parking permits.** All college faculty, staff, and administrators using college parking facilities at any time between ~~((8:00))~~ 7:00 a.m. and 10:00 p.m. ~~((during the academic year))~~ are to purchase and display a valid parking permit. The fact that an employee may be eligible to park in a physically disabled persons parking zone will not relieve the employee of this requirement. A valid faculty/staff parking permit may not, by itself, constitute authority to park in other parking facilities leased or owned by the college.

AMENDATORY SECTION (Amending WSR 93-20-080, filed 10/4/93, effective 11/4/93)

**WAC 132N-156-620 Fees for parking permits.** The fees charged by the college for the issuance of permits shall be those established by the board of trustees. Parking permits are issued as a license to park at college facilities.

Fees collected will be utilized for parking operations including parking enforcement, parking lot maintenance, and for those transportation demand management and commute trip reduction activities and programs permitted by law.

Current faculty/staff parking permit fees are ~~((five dollars))~~ seven dollars and fifty cents per quarter for one vehicle, and ~~((six dollars))~~ an additional one dollar per quarter for ~~((two or more))~~ each additional vehicle~~((s))~~. Permits may be purchased on either a permanent, annual, or quarterly basis. Permits are required for fall, winter, and spring quarters ~~((only, and are not required summer quarter))~~.

AMENDATORY SECTION (Amending WSR 93-20-080, filed 10/4/93, effective 11/4/93)

**WAC 132N-156-630 Parking fee payment.** Faculty and staff can purchase annual ~~((permits by cash or check paid directly to the college or by payroll deduction. Annual))~~ or quarterly parking permits ~~((may be purchased))~~ at either the college bookstore or at the cashier's office in the Baird Administration Building.

Annually contracted faculty and staff members may select the payroll deduction plan for payment of the permanent (~~or annual~~) permit (~~only~~). Those selecting this payment plan must complete a payroll deduction authorization form before issuance of a permit. The form is available in the security/safety office and the personnel services office.

#### NEW SECTION

**WAC 132N-156-635 Additional permits.** When an additional permit is issued, it is done so under the expressed condition that only one vehicle at a time is being parked on campus. If more than one vehicle is being parked on campus at any one time, full fees must be paid for all vehicles.

AMENDATORY SECTION (Amending WSR 93-20-080, filed 10/4/93, effective 11/4/93)

**WAC 132N-156-650 Revocations.** Parking permits are licenses and the property of the college and may be revoked for any of the following reasons:

(1) The purpose for which the permit was issued changes or no longer exists.

(2) The permit is used on an unregistered vehicle or by an unauthorized individual.

(3) A parking permit application form was falsified.

(4) (~~Violation of~~) These parking regulations (~~occurred~~) were violated.

(5) The parking permit was counterfeited or altered or transferred without authorization.

(6) There has been failure to comply with a specific determination, decision, or directive by college officials.

Appeals of parking permit revocations may be made within twenty days to the (~~dean of administrative services~~) security/safety manager for a brief adjudicative procedure. Appeals to the dean of administrative services must be filed within (~~seven~~) twenty-one days of the date of notice of revocation. The decision of the dean is final.

AMENDATORY SECTION (Amending WSR 93-20-080, filed 10/4/93, effective 11/4/93)

**WAC 132N-156-710 Payment of fines.** Persons cited for violations of these rules and regulations may respond either by filing a written appeal with the security/safety manager or by

paying a fine within fifteen days of receipt of the citation. All fines are payable to Clark College. Fines can be paid by mail or in person at the cashier's office in the Baird Administration Building. Fines that are mailed must be received within fifteen days of receipt of the citation. -

AMENDATORY SECTION (Amending WSR 93-20-080, filed 10/4/93, effective 11/4/93)

**WAC 132N-156-720 Reduction in fines.** Fines for parking and traffic offenses will be reduced by ~~((two))~~ five dollars if paid in person within forty-eight hours, excluding weekends and holidays. No reduction will be made on mail-in payments.

AMENDATORY SECTION (Amending WSR 93-20-080, filed 10/4/93, effective 11/4/93)

**WAC 132N-156-730 Appeals.** ~~((Visitors, students, faculty, and staff who receive citations for violations of these rules and regulations))~~ Alleged violators may appeal to the security/safety ~~((supervisor))~~ manager for a brief adjudicative procedure within twenty days of the date of the citation. ~~((Upon showing good cause or mitigating circumstances,))~~ The security/safety ~~((supervisor is authorized to))~~ manager may dismiss, suspend, impose any lesser fine, and/or ~~((to))~~ grant an extension of time ~~((to comply with))~~ within which to pay the fine.

~~((If the situation is not resolved satisfactorily, visitors, students, faculty, and staff may appeal in writing to the dean of administrative services.))~~ Appeals ~~((must be submitted and received))~~ of the decision of the security/safety manager are to be submitted to the dean of administrative services without posting of fine within ~~((fifteen))~~ twenty-one days ~~((after the date of the citation)).~~ ~~((The security/parking advisory committee shall consider each appeal on its merits and shall make))~~ Written notification of ~~((each decision of))~~ the ~~((committee through the dean of administrative services to the appellant and the security/safety office))~~ dean's decision shall be made within twenty days of the appeal and shall be final.

~~((The final decision on an appeal of a citation for violations of these rules and regulations is by the security/parking advisory committee.))~~

AMENDATORY SECTION (Amending WSR 93-20-080, filed 10/4/93, effective 11/4/93)

**WAC 132N-156-740 Security/parking advisory committee.** The security/parking advisory committee is responsible for advising the security/safety office on security and parking operations. Committee functions include, but are not limited to, the following:

(1) Reviewing parking regulations and fees and recommending their adoption.

~~(2) ((Considering appeals of citations for violations of these rules and regulations, and making written notification of each decision of the committee to the appellant and the security/safety office.~~

~~(3))~~ Reviewing and recommending changes to parking lot configuration and use to improve quality and quantity of parking on campus.

~~((4))~~ (3) Reviewing provisions for security on campus and recommending practices and procedures for the enhancement of security.

The security/parking advisory committee meets as needed, when the college is in session, and consists of the following:

(a) Dean of administrative services, chair.

(b) Security/safety supervisor.

(c) Two faculty members.

(d) Two classified employees.

(e) One student.

(f) ~~((And others as added by the chair))~~ Director of veterans affairs/disabled services/sponsored programs.

AMENDATORY SECTION (Amending WSR 93-20-080, filed 10/4/93, effective 11/4/93)

**WAC 132N-156-750 Unpaid fines.** If any fine remains unpaid ~~((after fifteen days))~~, any or all of the following actions may be taken by the security/safety office.

(1) A hold may be placed on transcripts.

(2) Registration for the following quarter may be delayed.

(3) Parking privileges may be revoked.

(4) The amount due as a result of fines due and payable may be deducted from paychecks of college employees.

(5) Outstanding fines may be referred to a collection agency.

(6) The vehicle may be immobilized or impounded.

If a violator has two or more unpaid fines, his/her vehicle will be impounded or immobilized and held until all outstanding fines are paid.

These procedures will be applicable to all students, faculty, and staff or other persons utilizing college facilities who receive fines for violations of these rules and regulations. Visitors who have received citations for parking violations may consider the citation a courtesy notice if returned to the security/safety office with name, address, and a brief explanation.