

# Chapter 132I-116 WAC

## PARKING AND TRAFFIC REGULATIONS

### WAC

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### DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

132I-116-060	Registration of student vehicles. [Order 003, § 132I-116-060, filed 9/27/73.] Repealed by 84-14-020 (Order 020), filed 6/26/84. Statutory Authority: RCW 28B.50.140.
132I-116-080	Valid permit. [Order 015, § 132I-116-080, filed 8/19/76; Order 003, § 132I-116-080, filed 9/27/73.] Repealed by 84-14-020 (Order 020), filed 6/26/84. Statutory Authority: RCW 28B.50.140.
132I-116-120	Right to refuse permit. [Order 003, § 132I-116-120, filed 9/27/73.] Repealed by 84-14-020 (Order 020), filed 6/26/84. Statutory Authority: RCW 28B.50.140.
132I-116-180	Parking in prohibited places. [Order 003, § 132I-116-180, filed 9/27/73.] Repealed by 84-14-020 (Order 020), filed 6/26/84. Statutory Authority: RCW 28B.50.140.
132I-116-220	Two-wheeled motorbikes or bicycles. [Order 003, § 132I-116-220, filed 9/27/73.] Repealed by 84-14-020 (Order 020), filed 6/26/84. Statutory Authority: RCW 28B.50.140.
132I-116-285	Schedule of parking fees. [Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-285, filed 11/12/04, effective 12/13/04. Statutory Authority: Chapter 34.05 RCW et seq., RCW 28B.50.100 and 28B.50.140. 92-15-115, § 132I-116-285, filed 7/21/92, effective 8/21/92.] Repealed by 12-16-111, filed 8/1/12, effective 9/1/12. Statutory Authority: RCW 28B.50.140.

**WAC 132I-116-010 Purpose.** Pursuant to RCW 28B.50.140(10), as now or hereafter amended, the board of trustees of Highline Community College District 9 is granted authority to make rules and regulations for pedestrian and vehicular traffic over property owned, operated, or maintained by the college district. The purposes of parking and traffic rules and regulations are:

- (1) To protect and control pedestrian and vehicular traffic.
- (2) To assure access at all times for emergency equipment.
- (3) To minimize traffic disturbances during class hours.
- (4) To facilitate the operation of the community college of the district by assuring access for vehicles and to regulate the use of parking spaces.

[Statutory Authority: Chapter 34.05 RCW et seq., RCW 28B.50.100 and 28B.50.140. 92-15-115, § 132I-116-010, filed 7/21/92, effective 8/21/92. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-010, filed 6/26/84; Order 003, § 132I-116-010, filed 9/27/73.]

**WAC 132I-116-020 Definitions.** As used in this document, the following words shall mean:

- (1) **Campus:** Any property or facility over which Highline Community College exercises control as the owner, lessee, or tenant.
- (2) **College:** Highline Community College, or any additional community college hereafter established with Community College District 9, state of Washington, and collectively, those responsible for its control and operations.
- (3) **College community:** Trustees, students, employees, and guests on college owned or controlled facilities.
- (4) **College facilities:** Includes any or all property controlled or operated by the college.
- (5) **Student:** Includes all persons attending or enrolled at the college, both full time and part time.
- (6) **Campus safety and security supervisor:** An employee of Highline Community College District 9, state of Washington, who is responsible to the vice-president for administration for campus security, safety, parking, and traffic control.
- (7) **Registered vehicle:** A vehicle registered with the campus safety and security office.
- (8) **Motor vehicle:** An automobile, truck, motor-driven cycle, scooter, or any vehicle powered by an engine or motor.
- (9) **Nonmotorized vehicle:** Bicycles, skateboards, and other vehicles not equipped with engines or motors.
- (10) **Visitor:** Any person(s), other than currently enrolled students or college employees, who is on the campus as a guest(s) or to visit the campus for meetings and/or other purposes.

- (11) **School year:** Unless otherwise designated, the time period commencing with the summer quarter of the community college calendar year and extending through the subsequent fall, winter, and spring quarters.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-020, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-020, filed 11/12/04, effective 12/13/04. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-020, filed 6/26/84; Order 015, § 132I-116-020, filed 8/19/76; Order 014, § 132I-116-020, filed 1/6/76; Order 003, § 132I-116-020, filed 9/27/73.]

**WAC 132I-116-030 Applicable parking and traffic rules and regulations—Areas affected.** The following rules and regulations apply to all persons operating vehicles on Highline Community College's campus.

(1) The motor vehicle and other traffic laws of the state of Washington.

(2) The municipal traffic code of the city of Des Moines, state of Washington, to the extent that the college owns or controls property located within the city of Des Moines.

(3) The municipal traffic code of the city of Kent to the extent the college owns or controls property within the city of Kent.

(4) Any other municipal traffic codes applicable to college owned or controlled property that is located outside of the boundaries of the cities identified in subsections (2) and (3) of this section.

(5) The Highline Community College parking and traffic regulations, as set forth in this chapter, shall be applicable to all properties owned or controlled by Highline Community College. In case of conflict with the state, county or municipal motor vehicle laws, those laws shall govern and take precedence over the college's parking and traffic regulations.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-030, filed 8/1/12, effective 9/1/12; 84-14-020 (Order 020), § 132I-116-030, filed 6/26/84; Order 003, § 132I-116-030, filed 9/27/73.]

**WAC 132I-116-040 Parking and traffic responsibility.** The vice-president for administration is responsible for parking and traffic management on campus. In general, the responsibility is delegated to the safety and security supervisor. All duly appointed safety and security employees of Highline Community College shall have the authority to enforce all college parking and traffic regulations under the supervision of the safety and security supervisor.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-040, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-040, filed 11/12/04, effective 12/13/04. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-040, filed 6/26/84; Order 014, § 132I-116-040, filed 1/6/76; Order 003, § 132I-116-040, filed 9/27/73.]

**WAC 132I-116-050 Permits required for vehicles on campus.** No person shall park or leave any motor vehicle, whether attended or unattended, upon the campus of Highline Community College without a permit issued by the safety and security office unless the vehicle is parked in a parking space designated for visitors. All persons parking on the campus will be given a reasonable time to secure a temporary or permanent permit from the safety and security office.

(1) A valid permit is:

(a) A current Highline Community College vehicle permit displayed in accordance with instructions.

(b) A temporary or guest permit authorized by the safety and security office and displayed in accordance with instructions.

(2) Parking permits are not transferable, except as provided in WAC 132I-116-100.

(3) The college reserves the right to refuse the issuance of a parking permit to any applicant.

(4) Visitors may park in designated "visitor" parking spaces without securing a permit. Visitor parking spaces are not available for use by currently enrolled students or college

employees, provided that no motor vehicle shall occupy a "visitor" parking space in excess of the posted time limit.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-050, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-050, filed 11/12/04, effective 12/13/04. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-050, filed 6/26/84; Order 003, § 132I-116-050, filed 9/27/73.]

**WAC 132I-116-070 Authorization for issuance of permits.** The safety and security office is authorized to issue parking permits to students, faculty, staff members, visitors and guests of the college pursuant to the following regulations:

(1) Students may be issued a parking permit upon the registration of their motor vehicles with the safety and security office at the beginning of each academic quarter.

(2) Full-time and part-time faculty and staff members may be issued a parking permit upon the registration of their motor vehicles at the time they begin their employment at the college.

(3) Full-time faculty and staff personnel may be issued a second motor vehicle permit for another personally owned motor vehicle. A condition of issuance is that at no time will more than one vehicle be parked on campus.

(4) Car pool permits may be issued to faculty, staff, and students. A car pool is defined as being from two to five persons. One transferable permit will be issued by the safety and security office for each car pool. This permit is transferable only among the registered members of the car pool. This permit will be displayed in accordance with the instructions provided with the permit. A condition of issuance is that at no time will more than one vehicle owned by members of the pool be parked on campus.

(5) The safety and security office may issue temporary and special parking permits when such permits are necessary to enhance the business or operation of the college.

(6) Permit-holders may obtain temporary parking permits at the safety and security office without charge for an unregistered vehicle when necessary due to the nonavailability of their registered vehicles.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-070, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-070, filed 11/12/04, effective 12/13/04. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-070, filed 6/26/84; Order 015, § 132I-116-070, filed 8/19/76; Order 014, § 132I-116-070, filed 1/6/76; Order 003, § 132I-116-070, filed 9/27/73.]

**WAC 132I-116-090 Display of permit.** Permits for automobiles, trucks, and other four-wheeled motorized vehicles must be easily visible through the vehicle's front windshield. Permits for motorcycles, motor scooters, and motorized bicycles must be placed in a location on the vehicle that is easily visible. Permits not displayed in accordance with the provisions of this section shall not be valid and with the improperly placed permits shall be subject to citation.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-090, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-090, filed 11/12/04, effective 12/13/04. Statutory Authority: Chapter 34.05 RCW et seq., RCW 28B.50.100 and 28B.50.140. 92-15-115, § 132I-116-090, filed 7/21/92, effective 8/21/92. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-090, filed 6/26/84; Order 003, § 132I-116-090, filed 9/27/73.]

**WAC 132I-116-100 Transfer of permits.** Parking permits are transferable between vehicles registered to the permit holder. Permits may be reissued as authorized by the safety and security supervisor.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-100, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-100, filed 11/12/04, effective 12/13/04. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-100, filed 6/26/84; Order 014, § 132I-116-100, filed 1/6/76; Order 003, § 132I-116-100, filed 9/27/73.]

**WAC 132I-116-110 Permit revocation.** Parking permits are licenses and remain the property of the college and may be recalled for any of the following reasons:

- (1) When the purpose for which the permit was issued changes or no longer exists; or
  - (2) When a permit is used for an unregistered vehicle or by an unauthorized individual; or
  - (3) Falsification of a parking permit application; or
  - (4) Continued violation of parking rules and regulations;
- or
- (5) Counterfeiting or altering of a parking permit; or
  - (6) Failure to comply with a final decision of the institutional hearing officer.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-110, filed 8/1/12, effective 9/1/12; 84-14-020 (Order 020), § 132I-116-110, filed 6/26/84; Order 003, § 132I-116-110, filed 9/27/73.]

**WAC 132I-116-130 Permit holder's responsibility.** The person to whom a permit is issued is the permit holder and is responsible for all violations of the parking and traffic rules and regulations involving the vehicle for which the permit was issued. Provided, however, that such responsibility shall not relieve any other persons who operate the permitted vehicle from complying with these parking and traffic rules and regulations. In the event that a vehicle in violation is not the subject of a permit with the college, the vehicle's current registered owner will be responsible for the violation(s) of the campus regulations.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-130, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-130, filed 11/12/04, effective 12/13/04; Order 003, § 132I-116-130, filed 9/27/73.]

**WAC 132I-116-140 Designation of parking spaces.** The parking spaces available on campus shall be designated and allocated in such a manner as will best achieve the objective of the rules and regulations contained in this document.

- (1) Faculty and staff spaces shall be designated.
- (2) Student spaces shall be designated for their use.
- (3) Parking spaces shall be designated for use of visitors and guests on campus.
- (4) Parking spaces shall be designated for motorcycles, motorized bicycles, and scooters.
- (5) Parking spaces may be designated for other purposes as deemed necessary.
- (6) Parking spaces shall be designated for disabled individuals who display a disabled parking placard or license plate issued by the Washington department of licensing as authorized by chapter 46.19 RCW or a similar agency of another state.

(8/1/12)

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-140, filed 8/1/12, effective 9/1/12; 84-14-020 (Order 020), § 132I-116-140, filed 6/26/84; Order 003, § 132I-116-140, filed 9/27/73.]

**WAC 132I-116-150 Parking within designated spaces.** (1) Vehicles on the Highline Community College campus shall be parked in designated parking areas only. These areas are marked by a curb, white lines, or signs. Parking on or over a line constitutes a violation.

(2) No motor vehicle may be parked in posted "no parking" and "fire lane" zones, within ten feet of a fire hydrant; on any area that has been landscaped or designed for landscaping; or on any paved walkway or unpaved pathway designated for pedestrian use. This prohibition shall not apply to vehicles operated by the college maintenance or safety and security employees, by persons who have received express authorization from the safety and security office, or emergency response vehicles.

(3) No motorcycles, motorized bicycles, scooters, or bicycles shall be parked inside a building, against a building or handrails, or sidewalk or other pedestrian pathway. Bicycles must be secured to racks as provided.

(4) Motor vehicles that have been parked in excess of seventy-two hours and that appear to be inoperable or abandoned may be impounded and stored at the expense of the owner and/or operator thereof, pursuant to WAC 132I-116-222.

(5) Persons seeking to park on campus longer than seventy-two hours must apply and receive authorization from the safety and security office.

(6) All vehicles shall follow traffic arrows and other markings established for the purposes of directing traffic on campus.

(7) No vehicle shall be parked so as to occupy any portion of more than one parking space or stall as designated within the parking area. The fact that other vehicles may have been so parked as to require the vehicle parked to occupy a portion or more than one space or stall shall not constitute an excuse for violation of this section.

(8) No vehicle shall be parked on the campus except in those areas set aside and designated pursuant to WAC 132I-116-140.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-150, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-150, filed 11/12/04, effective 12/13/04. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-150, filed 6/26/84; Order 003, § 132I-116-150, filed 9/27/73.]

**WAC 132I-116-160 Day parking.** The rules and regulations pertaining to the use of certain parking permits in specified areas as contained in WAC 132I-116-140 shall be in force during the hours of 7:00 a.m. to 4:00 p.m.

[Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-160, filed 6/26/84; Order 003, § 132I-116-160, filed 9/27/73.]

**WAC 132I-116-170 Night parking.** Students, faculty, and staff with a valid parking permit may park in any area A or B spaces on a first-come first-serve basis between the hours of 4:00 p.m. and 10:45 p.m., provided that disabled parking spaces remain restricted to motor vehicles displaying a valid disabled parking permit parking placard or license plate from an authorized governmental agency.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-170, filed 8/1/12, effective 9/1/12; 84-14-020 (Order 020), § 132I-116-170, filed 6/26/84; Order 003, § 132I-116-170, filed 9/27/73.]

#### **WAC 132I-116-190 Regulatory signs and directions.**

The safety and security supervisor is authorized to erect signs, barricades, and other structures and to paint marks or other directions upon the entry ways and streets on campus and upon the various parking lots owned or operated by the college. Such signs, barricades, structures, markings, and directions shall be made and placed as to best effectuate the objectives of these rules and regulations, in the opinion of the vice-president for administration or his or her designee. Drivers of vehicles shall observe and obey the signs, barricades, structures, markings, and directions erected pursuant to this section. Drivers shall also comply with the directions from safety and security personnel including commissioned law enforcement officers in the control and regulation of traffic.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-190, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-190, filed 11/12/04, effective 12/13/04. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-190, filed 6/26/84; Order 014, § 132I-116-190, filed 1/6/76; Order 003, § 132I-116-190, filed 9/27/73.]

**WAC 132I-116-200 Vehicle operation.** (1) No vehicle shall be operated on the campus at a speed in excess of ten miles per hour or as posted. No vehicle of any type shall at any time use the campus parking lots for testing, racing, or other unauthorized activities.

(2) No vehicle shall be operated in such a negligent or reckless manner as to place person(s) or property in danger of injury or grievous harm.

(3) Upon a roadway designated for one-way traffic, a vehicle shall be driven only in the direction designated at all or such times as shall be indicated by official traffic control devices.

(4) No motorized vehicle shall be operated on pedestrian walkways or pathways with the exception of official college vehicles, emergency response vehicles, and vehicles granted permission to do so by the safety and security office.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-200, filed 8/1/12, effective 9/1/12; Order 003, § 132I-116-200, filed 9/27/73.]

**WAC 132I-116-210 Pedestrian's right of way.** (1) The operator of a vehicle shall, slow down or stop, if need be, to yield the right of way to any pedestrian, but no pedestrian shall suddenly leave a curb or other place of safety and walk or run into the path of a vehicle that is so close that it is impossible or unsafe for the driver to yield.

(2) Whenever any vehicle slows or stops so as to yield to pedestrian traffic, the operator of any other vehicle approaching from the rear shall not overtake and pass such a vehicle which has slowed or stopped to yield to pedestrian traffic.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-210, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-210, filed 11/12/04, effective 12/13/04. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-210, filed 6/26/84; Order 003, § 132I-116-210, filed 9/27/73.]

**WAC 132I-116-222 Impounding of vehicles.** Any vehicle parked on campus in violation of these regulations,

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including the motor vehicle and other traffic laws of the state of Washington and the traffic code of the cities of Des Moines and Kent as incorporated in WAC 132I-116-030, may be impounded and towed to an impound lot by a duly authorized towing company under contract to provide towing services to the college. The expense of such impounding and storage shall be charged to the owner or operator of the vehicle and paid by him prior to its release. The college and its employees shall not be liable for loss or damage of any kind resulting from such immobilization, impounding, and/or storage.

Circumstances in which vehicles may be impounded include, but are not limited to the following:

(1) Blocking a roadway in a manner that impedes vehicular or pedestrian traffic;

(2) Blocking a walkway in a manner that impedes pedestrian traffic;

(3) Blocking a fire lane or impeding access to a fire hydrant including parking within ten feet of a fire hydrant;

(4) Creating a safety hazard in the opinion of the safety and security supervisor or his or her designee;

(5) Blocking a legally parked car;

(6) Parking in a marked "tow-away" or "no parking" zone;

(7) Having an accumulation of four or more outstanding college parking/traffic violations;

(8) Illegally parking in a handicapped parking space;

(9) Parking anywhere other than a designated parking area; or

(10) Parking on campus for more than seventy-two hours without prior authorization from the safety and security office.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-222, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-222, filed 11/12/04, effective 12/13/04. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-222, filed 6/26/84.]

**WAC 132I-116-230 Report of accident.** The operator of any vehicle involved in an accident on campus resulting in injury to or death of any person or damage to either vehicles of \$500.00 or more, shall within twenty-four hours report such accident to the safety and security office. This does not relieve any person so involved in an accident from their responsibility to file a state of Washington motor vehicle accident report within twenty-four hours after such accident.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-230, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-230, filed 11/12/04, effective 12/13/04. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-230, filed 6/26/84; Order 014, § 132I-116-230, filed 1/6/76; Order 003, § 132I-116-230, filed 9/27/73.]

**WAC 132I-116-240 Specific traffic and parking regulations and restrictions authorized.** Upon special occasions or during emergencies, the safety and security supervisor is authorized to impose additional traffic and parking regulations and restrictions consistent with the objectives specified in WAC 132I-116-010.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-240, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-240, filed 11/12/04, effective

(8/1/12)

12/13/04. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-240, filed 6/26/84; Order 014, § 132I-116-240, filed 1/6/76; Order 003, § 132I-116-240, filed 9/27/73.]

**WAC 132I-116-250 Enforcement.** Parking and traffic rules and regulations will be enforced throughout the calendar year on a twenty-four hour daily basis.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-250, filed 8/1/12, effective 9/1/12; 84-14-020 (Order 020), § 132I-116-250, filed 6/26/84; Order 014, § 132I-116-250, filed 1/6/76; Order 003, § 132I-116-250, filed 9/27/73.]

**WAC 132I-116-260 Issuance of traffic citations.** Upon the violation(s) of any of the parking and traffic rules and regulations contained in chapter 132I-116 WAC, the safety and security personnel are authorized to issue citations, setting forth the date, the approximate time, permit number, license number, name of permit holder, infraction, safety and security employee, and schedule of fines. Parking citations may be served by attaching or affixing a copy thereof in some prominent place outside such vehicle or by personally serving the operator.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-260, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-260, filed 11/12/04, effective 12/13/04. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-260, filed 6/26/84; Order 014, § 132I-116-260, filed 1/6/76; Order 003, § 132I-116-260, filed 9/27/73.]

**WAC 132I-116-270 Fines and penalties.** (1) Fines may be levied for any violations of the rules and regulations contained in chapter 132I-116 WAC.

In addition to a fine imposed under these regulations, illegally parked vehicle(s) may be subject to impound pursuant to WAC 132I-116-222.

(2) A schedule of parking and traffic fines and penalties shall be adopted by the board of trustees.

(3) An accumulation of unpaid citations that are more than twenty calendar days overdue from the date of the citation(s) by a student may be cause for disciplinary action, and the chief student affairs officer (CSAO) may initiate disciplinary proceedings against such students. No disciplinary action shall be taken until the student has completed the appeal process or waived his or her appeal rights.

(4) An accumulation of unpaid citations that are more than twenty calendar days overdue from the date of the citation(s) by faculty or staff members shall be turned over to the financial services office for the collection of fines. The collection process shall not commence until the faculty or staff member has completed the appeal process or waived his or her appeal rights.

(5) Parking and traffic citations will be processed by the campus safety and security office. Parking and traffic fines are to be paid to the cashier's office.

(6) Parking and traffic fines shall be charged for offenses according to the schedule established by the board of trustees.

(7) In the event a student fails or refuses to pay a fine, the following may result:

(a) Student may have a hold placed on his or her record and may not be eligible to register;

(b) Student may not be able to obtain a transcript or his or her grades or credits;

(8/1/12)

(c) Student may not receive a degree;  
(d) Student may be denied future parking privileges;  
(e) Student's vehicle may be impounded;  
(f) Student's debt may be turned over to a collection agency in accordance with the college's collection policy.

(8) Parking and traffic fines are due twenty calendar days from the date of citation. Provided that if timely appeal is filed, such fine shall be due twenty calendar days from the date of service upon the violator of the order terminating the appeal.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-270, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-270, filed 11/12/04, effective 12/13/04. Statutory Authority: Chapter 34.05 RCW et seq., RCW 28B.50.100 and 28B.50.140. 92-15-115, § 132I-116-270, filed 7/21/92, effective 8/21/92. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-270, filed 6/26/84; Order 014, § 132I-116-270, filed 1/6/76; Order 003, § 132I-116-270, filed 9/27/73.]

**WAC 132I-116-275 Schedule of fines and penalties.** Highline Community College parking and traffic fine schedule is listed in the Highline Community College budget book on file in the Highline Community College library and adopted by the board of trustees.

[Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-275, filed 11/12/04, effective 12/13/04. Statutory Authority: Chapter 34.05 RCW et seq., RCW 28B.50.100 and 28B.50.140. 92-15-115, § 132I-116-275, filed 7/21/92, effective 8/21/92.]

**WAC 132I-116-280 Parking fees.** Parking fees shall be specified and adopted by the board of trustees.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-280, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq., RCW 28B.50.100 and 28B.50.140. 92-15-115, § 132I-116-280, filed 7/21/92, effective 8/21/92. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-280, filed 6/26/84; Order 015, § 132I-116-280, filed 8/19/76; Order 003, § 132I-116-280, filed 9/27/73.]

**WAC 132I-116-290 Liability of college.** The college assumes no liability under any circumstances for vehicles on campus.

[Order 003, § 132I-116-290, filed 9/27/73.]

**WAC 132I-116-300 Appeal of fines and penalties.** Any citation for violation of these rules and regulations, may be appealed. The appeal must be submitted in writing, within twenty calendar days from the date of the citation, to the safety and security supervisor or designee, who will:

(1) Review the appeal and confer with the appellant to determine whether a satisfactory solution, to all parties, can be reached without further administrative action. If a solution satisfactory to all parties cannot be reached, the safety and security supervisor will issue and serve the appellant with a brief written order explaining why the appeal was denied. Service shall be in person or by first class mail. For purposes of this regulation, service by mail will be deemed complete on the third business day after the order is deposited in the mail.

(2) An appeal of the safety and security supervisor's order may be submitted in writing to the college's vice-president for administration or designee within twenty-one calendar days after service of the safety and security supervisor's order is complete. The written appeal must be accompanied

by a copy of the security supervisor's order. Within twenty calendar days from the receipt of any such appeal, the college's vice-president for administration or designee shall render a written decision. This decision will be final.

(3) The final legal recourse for an appellant is to the Washington state superior court system.

(4) In the event that the appeal involves an impounded vehicle, the vehicle's owner shall have the right to a hearing before the safety and security supervisor or his or her designee within forty-eight hours of a request, or on the next business day if the forty-eight hour period terminates on a weekend or holiday. The vehicle's owner shall also be entitled to a release of the vehicle upon payment of a bond to the college in the amount of the sum of the impoundment costs and the total of all fines due and owing. If at the hearing it is shown that the vehicle was improperly impounded, the owner of the vehicle shall be entitled to a refund of the costs of impoundment. The vehicle's owner may appeal the safety and security supervisor's order as provided in WAC 132I-116-300(2).

(5) In all appeals under this section, the appellant carries the burden of proof, which shall be a preponderance of the evidence.

[Statutory Authority: RCW 28B.50.140. 12-16-111, § 132I-116-300, filed 8/1/12, effective 9/1/12. Statutory Authority: Chapter 34.05 RCW et seq. and RCW 28B.50.140. 04-23-044, § 132I-116-300, filed 11/12/04, effective 12/13/04. Statutory Authority: Chapter 34.05 RCW et seq., RCW 28B.50.100 and 28B.50.140. 92-15-115, § 132I-116-300, filed 7/21/92, effective 8/21/92. Statutory Authority: RCW 28B.50.140. 84-14-020 (Order 020), § 132I-116-300, filed 6/26/84; Order 014, § 132I-116-300, filed 1/6/76; Order 003, § 132I-116-300, filed 9/27/73.]