

Chapter 516-12 WAC

PARKING AND TRAFFIC REGULATIONS

WAC

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- 516-12-175, filed 8/22/80; Order 75-4, § 516-12-175, filed 8/11/75.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-180 Night parking. [Order 75-4, § 516-12-180, filed 8/11/75; Order 3085, § 516-12-180, filed 8/9/71; Order 70-10, § 516-12-180, filed 3/2/70.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35-120(11).
- 516-12-190 Speed. [Order 75-4, § 516-12-190, filed 8/11/75; Order 70-10, § 516-12-190, filed 3/2/70.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-200 Regulatory signs and directions. [Order 75-4, § 516-12-200, filed 8/11/75; Order 70-10, § 516-12-200, filed 3/2/70.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-210 Pedestrians right of way. [Order 75-4, § 516-12-210, filed 8/11/75; Order 70-10, § 516-12-210, filed 3/2/70.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-220 Parking areas. [Statutory Authority: RCW 28B.35.120(11). WSR 80-12-003 (Resolution No. 80-04), § 516-12-220, filed 8/22/80; Order 75-4, § 516-12-220, filed 8/11/75; Order 70-10, § 516-12-220, filed 3/2/70.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-230 Parking within designated spaces. [Order 75-4, § 516-12-230, filed 8/11/75; Order 70-10, § 516-12-230, filed 3/2/70.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-240 University and state-owned vehicles. [Statutory Authority: RCW 28B.35.120(11). WSR 80-12-003 (Resolution No. 80-04), § 516-12-240, filed 8/22/80; Order 75-4, § 516-12-240, filed 8/11/75; Order 70-10, § 516-12-240, filed 3/2/70.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-250 Authority of parking manager to impose special traffic and parking regulations. [Order 75-4, § 516-12-250, filed 8/11/75; Order 70-10, § 516-12-250, filed 3/2/70.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-255 Citations. [Statutory Authority: RCW 28B.35.120(11). WSR 80-12-003 (Resolution No. 80-04), § 516-12-255, filed 8/22/80.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-256 Continuing violations. [Statutory Authority: RCW 28B.35.120(11). WSR 80-12-003 (Resolution No. 80-04), § 516-12-256, filed 8/22/80.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-260 Enforcement. [Statutory Authority: RCW 28B.35.120(11). WSR 80-12-003 (Resolution No. 80-04), § 516-12-260, filed 8/22/80; Order 75-4, § 516-12-260, filed 8/11/75; Order 3085, § 516-12-260, filed 8/9/71; Order 70-10, § 516-12-260, filed 3/2/70.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-265 Enforcement—When regulations in effect. [Statutory Authority: RCW 28B.35.120(11). WSR 80-12-003 (Resolution No. 80-04), § 516-12-265, filed 8/22/80; Order 75-4, § 516-12-265, filed 8/11/75.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-268 Lack of space in assigned lot. [Order 75-4, § 516-12-268, filed 8/11/75.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35-120(11).
- 516-12-270 Impounding of vehicles. [Order 70-10, § 516-12-270, filed 3/2/70.] Repealed by Order 75-4, filed 8/11/75.
- 516-12-280 Liability of university. [Statutory Authority: RCW 28B.35.120(11). WSR 80-12-003 (Resolution No. 80-04), § 516-12-280, filed 8/22/80; Order 75-4, § 516-12-280, filed 8/11/75; Order 70-10, § 516-12-280, filed 3/2/70.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-290 Parking area designations. [Order 75-4, § 516-12-290, filed 8/11/75; Order 70-10, § 516-12-290, filed 3/2/70.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-300 Delegation of authority. [Order 75-4, § 516-12-300, filed 8/11/75; Order 70-10, § 516-12-300, filed 3/2/70.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-310 Parking of vehicles on campus. [Order 75-4, § 516-12-310, filed 8/11/75. Formerly WAC 516-12-310 effective date, Order 70-10, filed 3/2/70.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).
- 516-12-320 Repair of vehicles. [Statutory Authority: RCW 28B.35-120(11). WSR 80-12-003 (Resolution No. 80-04), § 516-12-320, filed 8/22/80; Order 75-4, § 516-12-320, filed 8/11/75.] Repealed by WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), filed 6/28/83, effective 9/19/83. Statutory Authority: RCW 28B.35.120(11).

WAC 516-12-400 Definitions. As used in this chapter, the following words and phrases mean:

(1) **Accessible parking space.** A parking space identified with a sign bearing the international symbol of accessibility that is restricted at all hours for use by vehicles associated with a valid university parking permit and displaying a valid state disability placard.

(2) **All lot permit (AL).** A parking permit used in conjunction with a valid university parking permit that allows the vehicle access to specific lots on campus. The specific lots are identified on the application.

(3) **Appeals board.** The committee that hears citation and notice of infraction appeals for parking, impoundment, bicycle, and skateboard violations.

(4) **Authorized valid payment.** Any payment accepted by parking services, including the online mobile application and pay stations.

(5) **Assistant director of the student business office and parking services.** The person appointed assistant director of the university's student business office and parking services.

(6) **Automobile.** Any licensed motorized vehicle typically having three or more wheels not classified as a motorcycle.

(7) **Board.** The board of trustees of Western Washington University.

(8) **Business day.** Any day, Monday through Friday (excluding holidays), during which university offices are open or any day until 9:00 p.m. through parking services' web site.

(9) **Campus.** All state owned or leased lands utilized by the university.

(10) **Citation.** Formal written notice of a parking violation.

(11) **Department of public safety.** The office consisting of university police.

(12) **Employee.** Any individual appointed to the faculty, staff, or administration of the university.

(13) **Fee.** Charge for permits and impoundment.

(14) **Fine.** Monetary penalty for a parking violation.

(15) **Guest.** Individual invited to the university and hosted by a department or university official.

(16) **Habitual offender.** A driver associated with vehicle license numbers or permit numbers accruing eight or more paid or unpaid parking citations within a twelve-month period.

(17) **Holiday or university holiday.** A day designated by the university as a holiday or university holiday. Intersession or quarter breaks are not considered holidays. See definition of intersession.

(18) **Impoundment.** The status of a vehicle that has been seized and kept in legal custody by either being immobilized with a wheel lock device or towed from campus.

(19) **Intersession.** A period of time in which classes or final exams are not in session. University business offices are open during this time, except during holidays.

(20) **License plate recognition (LPR).** Technology that uses optical character recognition to automatically read license plate characters.

(21) **Loading zone.** A space in which parking is allowed for a specific time period and which is identified by signage as a loading zone.

(22) **Motor vehicle or vehicle.** Every vehicle that is self-propelled; for example cars, trucks, and motorcycles. Motor vehicle includes a neighborhood electric vehicle as defined in RCW 46.04.357. Motor vehicle also includes a medium-speed electric vehicle as defined in RCW 46.04.295. Electric personal assistive mobility devices (EPAMD) defined in RCW 46.04.1695 and power wheelchairs are not considered motor vehicles.

(23) **Motorcycle.** A motor vehicle designed to travel on not more than three wheels in contact with the ground on which the driver rides astride the motor unit or power train and is designed to be steered with a handle bar, but excluding a farm tractor, a power wheelchair, an electric personal assistive mobility device (EPAMD) defined in RCW 46.04.1695, and a moped. Refer to chapter 516-13 WAC for further information.

(24) **Parking services.** A unit of the student business office responsible for the university parking system.

(25) **Parking space.** An area specifically marked as a parking space, designated by a sign, wheel stop, painted lines, and/or traffic buttons.

(26) **Pay station.** A parking services deployed and managed machine that issues virtual permits for designated lots.

(27) **Pedestrian.** Any person who is afoot or who is using a wheelchair, a powered wheelchair, or other mobility device for persons with disabilities.

(28) **Permit.** An authorization to park issued by parking services and associated with a vehicle's license plate number.

(29) **President.** The president of Western Washington University.

(30) **Prohibited areas.** Areas other than those designated for parking or a roadway.

(31) **Public safety director.** The person appointed director of the university's department of public safety.

(32) **Registered volunteer.** An individual who is registered with the university's human resources department to perform assigned or authorized volunteer duties as determined by a department of the university.

(33) **Short-term parking space.** Parking spaces that are restricted to hourly or daily limits.

(34) **Student.** Any person enrolled in the university as a student.

(35) **Student business office.** The university's centralized office for financial billing and payments, including parking services.

(36) **University.** Western Washington University.

(37) **University business permit (UB).** A parking permit used in conjunction with a valid university parking permit that allows the vehicle access to specific lots on campus. The specific lots are identified on the application.

(38) **Visitor.** Individual present on campus who is not an employee, guest, registered volunteer, or student.

(39) **Walk zone.** Any area designated by signs or symbols as a place where bicycles, skateboards, and other regulated devices cannot be ridden during specified periods.

(40) **Wheel stop.** A barrier used to ensure a vehicle stops at a proper location in a parking space.

[Statutory Authority: RCW 28B.35.120(12). WSR 18-06-001, § 516-12-400, filed 2/21/18, effective 3/24/18. Statutory Authority: RCW 28B.35.120(12) and 28B.10.560. WSR 10-15-021, § 516-12-400, filed 7/9/10, effective 8/9/10. Statutory Authority: RCW 28B.35.120(12). WSR 02-07-045, § 516-12-400, filed 3/14/02, effective 4/14/02. Statutory Authority: RCW 28B.35.120. WSR 97-17-052, § 516-12-400, filed 8/15/97, effective 9/15/97; WSR 96-14-006, § 516-12-400, filed 6/20/96, effective 7/21/96. Statutory Authority: RCW 28B.35.120(12). WSR 95-09-047, § 516-12-400, filed 4/17/95, effective 5/18/95. Statutory Authority: RCW 28B.35.120(11). WSR 92-06-068 (Order 92-01), § 516-12-400, filed 3/3/92, effective 3/31/92; WSR 87-18-001 (Resolution No. 6-04-87), § 516-12-400, filed 8/20/87. Statutory Authority: RCW 28B.10.560. WSR 85-14-098 (Resolution No. 85-05), § 516-12-400, filed 7/2/85. Statutory Authority: RCW 28B.35.120(11). WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), § 516-12-400, filed 6/28/83, effective 9/19/83.]

WAC 516-12-410 Purpose and application. The purpose of these regulations is to facilitate safety and access to and around campus by users. These regulations apply to anyone seeking motor vehicle access to campus. Specifically these regulations are intended:

- (1) To regulate parking by assigning limited parking space and hours of operation for the most efficient use;
- (2) To regulate motor vehicles and minimize traffic disturbances on campus;
- (3) To protect pedestrians;
- (4) To assure access at all times for emergency traffic;
- (5) To facilitate the work of the university by allowing access for its vehicles given limited parking resources;
- (6) To encourage sustainable transportation, including travel to the university by means other than single occupancy vehicles (SOV) due to the limited ability to park on campus; and
- (7) To generate resources to establish and manage suitable, self-sustaining parking space and facilities through a principled and fairly administered process.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.560. WSR 10-15-021, § 516-12-410, filed 7/9/10, effective 8/9/10. Statutory Authority: RCW 28B.10.560. WSR 85-14-098 (Resolution No. 85-05), § 516-12-410, filed 7/2/85. Statutory Authority: RCW 28B.35.120(11). WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), § 516-12-410, filed 6/28/83, effective 9/19/83.]

WAC 516-12-420 Authority. The board of trustees of Western Washington University is granted statutory authority under RCW 28B.10.560 to establish regulations to govern pedestrian and vehicular traffic and parking on the campus of the university.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.560. WSR 10-15-021, § 516-12-420, filed 7/9/10, effective 8/9/10. Statutory Authority: RCW 28B.35.120(12). WSR 02-07-045, § 516-12-420, filed 3/14/02, effective 4/14/02. Statutory Authority: RCW 28B.35.120. WSR 97-17-052, § 516-12-420, filed 8/15/97, effective 9/15/97. Statutory Authority: RCW 28B.10.560. WSR 85-14-098 (Resolution No. 85-05), § 516-12-420, filed 7/2/85. Statutory Authority: RCW 28B.35.120(11). WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), § 516-12-420, filed 6/28/83, effective 9/19/83.]

WAC 516-12-425 Administrative responsibility. The administration of parking regulations and moving violations is the joint responsibility of the public safety director and the assistant director of the student business office and parking services.

(1) The assistant director of the student business office and parking services is authorized to:

(a) Issue and sell parking permits to employees, students, guests, visitors, and others when necessary, and to provide parking for individuals with disabilities.

(b) Establish procedures to govern the purchase and allocation of annual, academic year, quarterly permits and other permits, and to assign parking spaces.

(c) Maintain records of all permit holders and transactions.

(d) Determine parking lot and space assignments.

(2) The public safety director is authorized to:

(a) Impose or suspend traffic and parking regulations, and restrictions when appropriate to the mission of the university, such as commencement.

(b) Change or close, either temporarily or permanently, any campus parking area.

(3) The public safety director and the assistant director of the student business office and parking services are jointly authorized to erect signs, barricades, and other structures to designate the various parking or no parking areas on campus; and to paint markers and other directions for the regulation of traffic and parking.

(4) The authority of the public safety director and the assistant director of the student business office and parking services under this chapter may be delegated to other personnel.

[Statutory Authority: RCW 28B.35.120(12). WSR 18-06-001, § 516-12-425, filed 2/21/18, effective 3/24/18. Statutory Authority: RCW 28B.35.120(12) and 28B.10.560. WSR 10-15-021, § 516-12-425, filed 7/9/10, effective 8/9/10.]

WAC 516-12-430 General regulations. (1) All regulations in this chapter and all motor vehicle and other traffic laws of the state of Washington apply on the campus.

(2) The traffic code of the city of Bellingham applies on city streets which cross the campus.

(3) All vehicles, attended or unattended, must be associated with a valid university parking permit when parked on the campus, unless the vehicle is:

(a) Parked in a short-term parking space with authorized valid payment;

(b) Parked in a loading zone in compliance with posted limits;

(c) Parked in a lot that does not require a permit during specified times as posted; or

(d) An emergency vehicle.

(4) The person who obtains a permit and the registered owner of the vehicle are responsible for assuring that the vehicle, regardless of who drives it, is parked in conformance with these regulations.

(5) If a parking permit holder cannot locate a parking space in the assigned lot, the holder may park in the next nearest parking lot and then must call parking services for reassignment.

(6) Motorcycle permit holders must park in areas designated for motorcycles.

(7) The student business office reserves the right to deny or revoke parking privileges to anyone who has:

(a) Had a permit revoked.

(b) Falsified a parking application or registration.

(c) Failed to pay outstanding citations.

(d) Been identified as a habitual offender.

(e) Removed a wheel lock without authorization.

(f) Been trespassed from campus.

(g) Failed to comply with parking services directions.

(h) Damaged university property while driving or parking on campus.

(i) Verbally abused or assaulted staff.

(8) The speed limit on campus is ten miles per hour or as posted. Drivers must operate vehicles in a careful and prudent manner at all times and must comply with established speed limits.

(9) Drivers of vehicles must obey all regulatory signs and comply with directions given by parking services and public safety staff and their designees.

(10) Drivers of vehicles must yield the right of way to pedestrians within the campus. This includes, but is not limited to, pedestrians crossing streets, roadways, and parking areas within the campus. Operators must also yield to pedestrians at intersections, clearly marked crosswalks, or city streets which cross the campus.

(11) Nonuniversity owned government vehicles may be parked in nonreserved spaces for a maximum of eight hours while the driver is on university business. Long-term parking is not permitted, nor is any parking allowed in reserved spaces except when a space is designated for that specific vehicle. Violations incurred are the responsibility of the driver.

(12) No person may utilize any vehicle parked on campus as a living unit without specific approval from the public safety director. Violators will be cited or towed.

(13) Vehicles are to be maintained in operating condition at all times on university property, except those in a garage, research facility, or automotive shop designated for parking such vehicles by the public safety director. Vehicle repairs or maintenance will not be made on campus unless authorization has been received in advance from the public safety director or designee.

(14) A vehicle which appears to be abandoned, with or without a current parking permit or license plates, may be impounded after an attempt is made to locate and notify the owner of the impending action.

(15) The university assumes no responsibility or liability under any circumstances for vehicles or bicycles parked on campus nor does it assume any liability in connection with its parking program. No bailment of any sort is created by the issuance of a permit.

[Statutory Authority: RCW 28B.35.120(12). WSR 18-06-001, § 516-12-430, filed 2/21/18, effective 3/24/18. Statutory Authority: RCW 28B.35.120(12) and 28B.10.560. WSR 10-15-021, § 516-12-430, filed 7/9/10, effective 8/9/10. Statutory Authority: RCW 28B.35.120(12). WSR 02-07-045, § 516-12-430, filed 3/14/02, effective 4/14/02. Statutory Authority: RCW 28B.35.120. WSR 97-17-052, § 516-12-430, filed 8/15/97, effective 9/15/97. Statutory Authority: RCW 28B.35.120(11). WSR 92-06-068 (Order 92-01), § 516-12-430, filed 3/3/92, effective 3/31/92. Statutory Authority: RCW 28B.35.120(12). WSR 90-17-032, § 516-12-430, filed 8/9/90, effective 9/9/90. Statutory Authority: RCW 28B.10.560. WSR 85-14-098 (Resolution No. 85-05), § 516-12-430, filed 7/2/85. Statutory Authority: RCW 28B.35.120(11). WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), § 516-12-430, filed 6/28/83, effective 9/19/83.]

WAC 516-12-440 Parking areas. (1) Parking is prohibited in any area not specifically marked as a parking space, designated by a sign, wheelstop, whitepainted lines, and/or white traffic buttons.

(2) Vehicles may park only where assigned by permit except as provided in WAC 516-12-430 (3) or (11).

(3) Spaces designated for specific use are restricted for that designated purpose.

(a) Parking in loading zones is limited to the time posted.

(b) Motorcycles must only be parked in designated "M" lots or at short-term spaces with payment. Motorcycles may not use space assigned to automobiles or bicycles, unless parked at a short-term space with authorized valid payment.

(c) Automobiles are prohibited from parking in areas assigned to motorcycles.

(d) Bicycles must only be parked as provided in chapter 516-13 WAC, Bicycles, mopeds, and other powered devices.

(e) Resident student "R" lots are restricted to permit holders as assigned twenty-four hours per day unless otherwise posted.

[Statutory Authority: RCW 28B.35.120(12). WSR 18-06-001, § 516-12-440, filed 2/21/18, effective 3/24/18. Statutory Authority: RCW 28B.35.120(12) and 28B.10.560. WSR 10-15-021, § 516-12-440, filed 7/9/10, effective 8/9/10. Statutory Authority: RCW 28B.35.120(12). WSR 02-07-045, § 516-12-440, filed 3/14/02, effective 4/14/02. Statutory Authority: RCW 28B.35.120. WSR 96-14-006, § 516-12-440, filed 6/20/96, effective 7/21/96. Statutory Authority: RCW 28B.35.120(12). WSR 90-17-032, § 516-12-440, filed 8/9/90, effective 9/9/90. Statutory Authority: RCW 28B.10.560. WSR 85-14-098 (Resolution No. 85-05), § 516-12-440, filed 7/2/85. Statutory Authority: RCW 28B.35.120(11). WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), § 516-12-440, filed 6/28/83, effective 9/19/83.]

WAC 516-12-450 Permits. (1) Persons wishing to obtain parking permits are required to complete a registration process established by parking services and pay the corresponding fee. Annual permits are valid for twelve months, academic permits are valid for nine months, and quarterly permits are valid from the first day of the quarter for which issued, except for fall quarter which may coincide with the contracted faculty start date, to the first day of the following quarter. Quarterly permits may be renewed on or before the first day of the winter, spring, and/or summer quarters.

(2) A license plate must be associated with a valid permit. Vehicle license plates must be exposed to the lane of travel and be clearly visible, unobstructed, and able to be read by license plate recognition (LPR).

(2/21/18)

(3) To enhance the business and operation of the university, all lots (AL) or university business (UB) permits may be issued and renewed by the assistant director of the student business office and parking services. Initial requests for AL and UB permits require a completed application and the signature of the dean, director, or chairperson of the department with whom the person is associated. The approved arrangement may be renewed until the employee's job position or duties change. Issuance requires purchase of a university parking permit. AL and UB permits are valid for brief periods of time only when on university business and are valid only in lots as assigned on the AL or UB permit application.

(4) Persons with a temporary or permanent physical disability who require parking consideration must obtain a state disability parking placard, as well as a valid university disability parking permit.

(5) Permits may be revoked by the assistant director of the student business office and parking services under the following circumstances:

(a) When the purpose for which they were issued changes or ceases to exist.

(b) Falsification of an application or registration for parking.

(c) Violations of the regulations in this chapter.

(d) Failure to comply with a judgment of the appeals board.

(e) Failure to pay outstanding citations.

(f) Removal of a wheel lock without authorization of parking services.

(g) For an unauthorized permit transfer.

(6) University departments that sponsor functions such as athletic events, conferences, seminars, and dinners may arrange parking for their guests on a space available basis. Departments have the option of paying for guest parking; otherwise, their guests will be responsible for the parking fee.

(7) The director of public safety may suspend enforcement during emergencies as declared by the president or designee.

(8) Faculty, staff, or students who purchase an annual, academic, or quarterly parking permit may use the permit on any vehicle they drive but may not transfer ownership of the permit. The individual to whom a permit is issued is jointly responsible with the registered owner for parking violations by any vehicle bearing the permit.

[Statutory Authority: RCW 28B.35.120(12). WSR 18-06-001, § 516-12-450, filed 2/21/18, effective 3/24/18. Statutory Authority: RCW 28B.35.120(12) and 28B.10.560. WSR 10-15-021, § 516-12-450, filed 7/9/10, effective 8/9/10. Statutory Authority: RCW 28B.35.120(12). WSR 02-07-045, § 516-12-450, filed 3/14/02, effective 4/14/02. Statutory Authority: RCW 28B.35.120. WSR 97-17-052, § 516-12-450, filed 8/15/97, effective 9/15/97. Statutory Authority: RCW 28B.10.560. WSR 85-14-098 (Resolution No. 85-05), § 516-12-450, filed 7/2/85. Statutory Authority: RCW 28B.35.120(11). WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), § 516-12-450, filed 6/28/83, effective 9/19/83.]

WAC 516-12-460 Permit fee. (1) Permit fee schedules will be approved by the president or designee and be posted on parking services' web site.

(2) Cost of permits will be prorated throughout the year according to type and date purchased.

(3) Refunds will be made based on the valid time remaining according to the parking services refund schedule.

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The balance of any fees and fines owed will be deducted from any refund due.

(a) No refund will be made for a permit after the first thirty calendar days of any quarter. Unused quarters may be refunded in whole at respective rates.

(b) Refunds will not be made upon permit revocation by the assistant director of the student business office and parking services.

(4) Salaried employees have the option of paying for parking through payroll deduction.

(5) The proper fee must be paid for all vehicles parked in short-term lots unless otherwise authorized.

[Statutory Authority: RCW 28B.35.120(12). WSR 18-06-001, § 516-12-460, filed 2/21/18, effective 3/24/18. Statutory Authority: RCW 28B.35.120(12) and 28B.10.560. WSR 10-15-021, § 516-12-460, filed 7/9/10, effective 8/9/10. Statutory Authority: RCW 28B.35.120(12). WSR 02-07-045, § 516-12-460, filed 3/14/02, effective 4/14/02. Statutory Authority: RCW 28B.35.-120. WSR 97-17-052, § 516-12-460, filed 8/15/97, effective 9/15/97; WSR 96-14-006, § 516-12-460, filed 6/20/96, effective 7/21/96. Statutory Authority: RCW 28B.10.560. WSR 85-14-098 (Resolution No. 85-05), § 516-12-460, filed 7/2/85. Statutory Authority: RCW 28B.35.120(11). WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), § 516-12-460, filed 6/28/83, effective 9/19/83.]

WAC 516-12-470 Enforcement. (1) Parking regulations are subject to enforcement throughout the calendar year unless otherwise posted.

(a) All parking lots have restrictions, which are posted on regulatory signs at lot entrances and within the lots. When there is a conflict, parking services' authorized on-site signs take precedence over other regulations, parking maps, or verbal or written instruction regarding parking information.

(b) Intersession regulations will be determined and published by the assistant director of the student business office and parking services as required.

(c) Enforcement measures are cumulative; using one or more enforcement measures will not prohibit the use of additional measures.

(d) The violation of any parking regulation by other vehicles does not constitute a valid excuse for violating these regulations.

(2) Citations. It is prohibited to park and citations may be issued to vehicles:

- (a) Without a valid permit;
- (b) Double parked;
- (c) Parked in more than one parking space;
- (d) In a reserved space without a proper permit;
- (e) In a no parking area;
- (f) In an accessible parking space without a proper permit and state issued placard;
- (g) In fire lanes, service roads, fire exits or within fifteen feet of a fire hydrant;
- (h) In service entrances, construction sites, spaces reserved for maintenance vehicles, disability access areas, dumpster access;
- (i) On lawns, sidewalks, walk zones, crosswalks, parking lot driveways, straddling painted lines or buttons, or angle parking where prohibited;
- (j) Exceeding time in loading zones or short-term spaces;
- (k) In areas where a permit is not valid;
- (l) Against the flow of traffic;

(m) In areas or spaces closed by barricades or other control devices;

(n) With a license plate that is not exposed to the lane of travel, is not clearly visible, or is obstructed.

(3) Continued violations. A vehicle which remains in violation of any regulation may receive additional citations for every four hours of the violation.

(4) Impoundment by towing or wheel lock:

(a) All violators are subject to having their vehicles impounded through the use of towing or the wheel lock device at their own risk and expense.

(b) Any vehicle may be towed away if the vehicle:

(i) Has been immobilized by wheel lock for more than twenty-four hours;

(ii) Is parked in such a manner as to endanger or potentially endanger the university community or their property or state property;

(iii) Is parked in a fire lane blocking traffic or other posted tow-away zone;

(iv) Is parked so as to deprive a permit holder of space in their assigned lot, reserved space, or accessible parking space without a proper permit;

(v) Is left under circumstances which indicate it has been abandoned;

(vi) Cannot be immobilized with the wheel lock device;

(vii) When a university police officer has probable cause to believe the vehicle is stolen;

(viii) When a university police officer has probable cause to believe that the vehicle contains or constitutes evidence of a crime, and in the police officer's judgment impoundment is necessary to obtain or preserve such evidence;

(ix) When a driver is arrested and/or deprived of the right to leave with the driver's vehicle, and the university police are responsible for the "safekeeping" of the vehicle; or

(x) Is parked at any time on campus when parking privileges have been revoked.

(c) Any vehicle may be immobilized by use of a wheel lock device if the vehicle:

(i) Has an accumulation of two or more unpaid parking tickets, regardless of appeal status, (the second of which has been outstanding for more than seventy-two hours); or

(ii) Has parking privileges revoked.

(d) The university assumes no responsibility or liability for damages which may result from use of the wheel lock device, towing, storage, or attempts to move a vehicle with a wheel lock device installed.

[Statutory Authority: RCW 28B.35.120(12). WSR 18-06-001, § 516-12-470, filed 2/21/18, effective 3/24/18. Statutory Authority: RCW 28B.35.120(12) and 28B.10.560. WSR 10-15-021, § 516-12-470, filed 7/9/10, effective 8/9/10. Statutory Authority: RCW 28B.35.120(12). WSR 02-07-045, § 516-12-470, filed 3/14/02, effective 4/14/02. Statutory Authority: RCW 28B.35.-120. WSR 97-17-052, § 516-12-470, filed 8/15/97, effective 9/15/97; WSR 96-14-006, § 516-12-470, filed 6/20/96, effective 7/21/96. Statutory Authority: RCW 28B.35.120(12). WSR 95-09-047, § 516-12-470, filed 4/17/95, effective 5/18/95; WSR 90-17-032, § 516-12-470, filed 8/9/90, effective 9/9/90. Statutory Authority: RCW 28B.35.120(11). WSR 87-18-001 (Resolution No. 6-04-87), § 516-12-470, filed 8/20/87. Statutory Authority: RCW 28B.10.560. WSR 85-14-098 (Resolution No. 85-05), § 516-12-470, filed 7/2/85. Statutory Authority: RCW 28B.35.120(11). WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), § 516-12-470, filed 6/28/83, effective 9/19/83.]

WAC 516-12-472 Payment of parking fine and impoundment fee. (1) Parking fine. Fine schedules will be approved by the president or designee and posted on parking services' web site.

(a) Payment of fine is due upon receipt of citation.

(b) If any citation has neither been paid nor appealed after fourteen days beginning with and including the date of the citation, the university shall impose additional fines and may:

(i) Withhold the violator's degree, transcript, or grades until all fines are paid.

(ii) Delay registration for future terms.

(iii) Withhold parking privileges.

(c) After identifying the registered owner of any vehicle which has unpaid fines, parking services will contact the registered owner in writing that payment is required. If payment for outstanding fines is not made by the date required, the matter will be referred to the appropriate collection agency.

(d) The permit holder and registered owner(s) of a vehicle which is involved in a violation of the university's parking regulations are jointly and severally responsible for the violation.

(2) Impoundment fee. Fee schedules will be approved by the president or designee and posted on parking services' web site.

(a) The operator/owner of the impounded vehicle must pay all outstanding fines and fees online through parking services' payment portal or at the student business office.

(b) A fee will be assessed on vehicles immobilized by the wheel lock device.

(c) Any vehicle which remains immobilized by wheel lock for more than twenty-four hours in an area where towing is not practical or possible will be assessed a fee for each day or portion thereof over the twenty-four hours.

(d) An impound fee is charged if the driver of the tow truck or the wheel lock operator has performed any labor prior to the vehicle operator/owner returning to the vehicle before the impoundment is completed.

(e) An impounded vehicle shall be released to the operator/owner of the vehicle when all of the following are satisfied:

(i) Positive identification and proof of ownership of the vehicle is provided;

(ii) All unpaid fines against the impounded vehicle or any other vehicle associated with the violator are paid;

(iii) A wheel lock fee is paid;

(iv) All towing and storage fees are paid; and

(v) All associated documentation is completed.

(3) A person wishing to challenge the validity of the impound or any fines or fees imposed under these rules may appeal through the process provided in this chapter.

[Statutory Authority: RCW 28B.35.120(12). WSR 18-06-001, § 516-12-472, filed 2/21/18, effective 3/24/18.]

WAC 516-12-480 Appeals and appeals board. Any person who wishes to appeal a citation must, within seven days from the date of the citation, complete an appeal at the student business office or online through parking services' web site. The person who appeals will be referred to as the appellant.

(2/21/18)

(1) Payment of a parking fine will not constitute a waiver of the right to an appeal with regard to the underlying violation. The right to an appeal is forfeited seven days from the date of the citation.

(2) The appeal must provide the complete explanation of the basis for the appeal. The only valid basis for an appeal is a contention that the cited regulations were not violated.

(3) The assistant director of the student business office and parking services or designee will review the appeal and issue a decision to the appellant within fourteen days of review. The assistant director of the student business office and parking services or designee may deny the appeal or grant the appeal in whole or in part by dismissing or reducing the citation.

(4) Any appellant who wishes to appeal the decision of the assistant director of the student business office and parking services or designee must pay the full amount of the fine and complete the appeals board review request at the student business office or online through parking services' web site. Appeals must be received within fourteen calendar days of the date the decision was issued.

(5) The appeals board is composed of five members. Appointments will be made by professional staff organization (one member), faculty union (one member), staff unions (one member), and associated students (two members). Each member is appointed for a term of one year and may be reappointed for one additional term. The appeals board will choose its own chairperson from its members.

(6) The appeals board will meet throughout the academic year dependent upon the volume of appeals. If an appeals board member has been notified of a meeting at least three days in advance and does not appear, the other appeals board members may proceed with their duties in reviewing appeals. At least three appeals board members are required to conduct a review.

(7) The appeals board has jurisdiction to hear and decide only those cases involving alleged violations of Western Washington University's regulations, chapters 516-12, 516-13, 516-15 WAC.

(8) The appeals board will consider appeals as follows:

(a) Should a personal appearance before the appeals board be desired it should be indicated on the appeals board review request form, otherwise the citation will be adjudicated on the basis of the written submission only.

(b) If a personal appearance is requested, and the appellant cannot appear on the date scheduled, the appellant must notify parking services in writing at least one business day before the scheduled time and request a new date. Only one such rescheduling is permitted. If the appellant does not appear at a scheduled hearing without notification, the appeal will be reviewed on the basis of the written appeal only.

(c) The appeals board operates according to the rights of due process of law. If desired, the appellant has the right to be represented by another person, the right to cross-examine witnesses, and the right to an open and impartial hearing.

(d) Parking services has the right to be represented at hearings and to cross-examine witnesses.

(e) The appeals board may examine witnesses for either side.

(f) At the conclusion of a hearing, and in an open session, the appeals board will specify the charge(s) against the appel-

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lant, declare judgment for each charge, and include a reason for each judgment. The appeals board has the authority to deny the appeal, waive, void or refund charge(s) in part or in full, according to the judgment.

(g) The decision of the appeals board will be final. Formal notification will be sent to the appellant and parking services within three business days.

(h) A written record of the judgment, reason, and fine imposed, if any, shall be furnished to parking services by the appeals board chairperson. These records will then be maintained by parking services.

(i) The appellant may appeal the appeals board decision to parking services as delegated by the public safety director within ten days after the final decision has been issued. Parking services shall immediately forward documents to the district court which has jurisdiction to hear the appeal de novo. The appellant is responsible for all associated fees. No appeal may be taken unless the citation has been contested as provided in these rules.

(9) The appeals board chairperson may submit written recommendations about the parking system to the vice president for business and financial affairs by May 31st of each year.

[Statutory Authority: RCW 28B.35.120(12). WSR 18-06-001, § 516-12-480, filed 2/21/18, effective 3/24/18. Statutory Authority: RCW 28B.35.120(12) and 28B.10.560. WSR 10-15-021, § 516-12-480, filed 7/9/10, effective 8/9/10. Statutory Authority: RCW 28B.35.120(12). WSR 02-07-045, § 516-12-480, filed 3/14/02, effective 4/14/02. Statutory Authority: RCW 28B.35.-120. WSR 97-17-052, § 516-12-480, filed 8/15/97, effective 9/15/97. Statutory Authority: RCW 28B.35.120(11). WSR 83-14-014 (Order 6-02-83, Motion No. 6-02-83), § 516-12-480, filed 6/28/83, effective 9/19/83.]