

FORM OF ORDER AND TRANSMITTAL BY INSTITUTION HAVING SINGLE HEAD

State of Washington

CENTRAL WASHINGTON UNIVERSITY

(name of institution)

Administrative Order No. 46

(1) I, Al Teeples, Chief of Campus Safety (position)

Central Washington University

do promulgate and adopt at Kachess Room, Samuelson Union Building, CWU Campus (place)

the annexed rules relating to:

Chapter 106-116, WAC Parking & Traffic Regulations

(2) ALTERNATIVE A. Use only for Adoption of Permanent Rules.

This action is taken pursuant to Notice No. 81-04-050 filed with the code reviser on February 4, 1981. Such rules shall take effect: X pursuant to RCW 28B.19.050(2). at a later date, such date being

(2) ALTERNATIVE B. Use only for Adoption of Emergency Rules.

I, find that an emergency exists and that the foregoing order is necessary for the preservation of the public health, safety, or general welfare and that observance of the requirements of notice and opportunity to present views on the proposed action would be contrary to public interest. A statement of the facts constituting such emergency is:

Such rules are therefore adopted as emergency rules to take effect upon filing with the code reviser.

(3) Pursuant to the requirements of WAC 1-13-040 that each order shall set forth an appropriate statement of state statutory authority (fill in statement (a), (b), or (c) as appropriate):

(a) This rule is promulgated pursuant to RCW 28B.19.050 and RCW 28B.35.120 and is intended to administratively implement that statute.

(b) This rule is promulgated pursuant to RCW which directs that the

(institution)

has authority to implement the provisions of

(name of act or RCW citation)

(c) This rule is promulgated under the general rule-making authority of the

(institution)

is authorized in RCW

(4) The undersigned hereby declares that he has complied with the provisions of the Open Public Meetings Act (chapter 42.30 RCW), the Administrative Procedure Act (chapter 34.04 RCW) or the Higher Education Administrative Procedure Act (chapter 28B.19 RCW), as appropriate, and the State Register Act (chapter 34.08 RCW).

(5) This order after being first recorded in the order register of this institution is herewith transmitted to the Code Reviser for filing pursuant to chapter 28B.19 RCW and chapter 1-13 WAC.

APPROVED AND ADOPTED March 11 1981.

MAR 23 1981

By Al Teeples

Chief of Campus Safety

Title

STATE OF WASHINGTON FILED CODE REVISER'S OFFICE MSR 81-08-010

AMENDATORY SECTION (Amending Order 45, filed 8/13/80)

WAC 106-116-042 ((CITATIONS-)) INFRACTIONS. The entire campus, including parking and traffic areas, is patrolled by the Campus Safety Department with authority to issue ((citations)) infractions for on-campus violations. This authority is further shown in WAC 106-114-040 of this policy.

(2) The Campus Safety Department and its duly sworn officers have authority to issue ((citations)) infractions for violations of Washington Administrative Codes and ordinances and laws of the City of Ellensburg, County of Kittitas, and State of Washington, which violations occur on university owned property.

AMENDATORY SECTION (Amending Order 45, filed 8/13/80)

WAC 106-116-050 MODIFICATIONS OF THESE REGULATIONS. The Board of Trustees reserves the right to add, delete or modify portions of these regulations including the appended ((fine-and)) monetary penalty schedules in accordance with its regulations and applicable laws.

AMENDATORY SECTION (Amending Order 37, filed 1/13/78)

WAC 106-116-102 FACULTY-STAFF AND STUDENTS. (1) Faculty, staff and students shall obtain a permit for all motor vehicles they park on ((the)) posted university grounds at specified times. Fees may be charged and parking permits issued, which will allow vehicles to be parked in specific areas.

(2) A faculty, staff, or student owner, operator and/or permit holder for a motor vehicle shall be held responsible for any violation involving that vehicle.

AMENDATORY SECTION (Amending Order 45, filed 8/13/80)

WAC 106-116-201 PERMITTED PARKING AREAS. (1) University owned parking areas are marked with signs reading, "Parking by University Permit Only." Vehicles parked without valid parking permits will be ticketed from 7:30 a.m. to 5:30 p.m. Monday through Friday, except:

(2) Vehicles parked in the C-1 Pavilion parking area without a valid parking permit will be ticketed from 7:30 a.m. to 4:00 p.m. Monday through Friday. No parking permitted daily in C-1 lot from 4:00 a.m. to 5:00 a.m.

(3) Vehicles parked in the C-2 Stadium parking area without a valid parking permit will be ticketed from 7:30 a.m. to 3:00 p.m. Monday through Friday.

(4) Enforcement shall be in effect twenty-four hours a day in the following parking areas:

- (a) Residence hall staff parking areas,
- (b) Buttons Apartments,
- (c) ((Thirty-minute-parking)) Limited time zones,
- (d) J Lot
- (e) Handicapped areas.

(5) Vehicles parked in "B" Lot, Hertz Music Building parking area without a valid parking permit will be ticketed from 7:30 a.m. to 4:00 p.m. Monday through Friday.  
Monday through Friday.

AMENDATORY SECTION (Amending Order 37, filed 1/13/78)

WAC 106-116-204 COMPUTER STUDENTS. Students who commute and park in university parking areas must purchase and display a valid parking permit. They may not park in Staff and Faculty ((reserved-lots)) zones or areas, nor in Student Reserved lots or zones.

AMENDATORY SECTION (Amending Order 45, filed 8/13/80)

WAC 106-116-205 APARTMENT RESIDENTS. (1) Residents of Brooklane Village, Roy P. Wahle University Complex, Student Village Apartments, Getz Short Apartments and Buttons Apartments do not need parking permits to park in front of or immediately adjacent to their respective apartments but must register their vehicles with the university.

(2) Apartment residents may purchase a commuter parking permit.

(3) Residents of Student Village may park in Lots G1 and G2 without a permit.

(4) Only residents of Anderson Apartments who purchase a parking permit may park in J Lot.

AMENDATORY SECTION (Amending Order 43, filed 5/16/79)

WAC 106-116-304 DISABILITY PERMIT. Any university employee, student or visitor who can show physical disability may apply to the Handicapped Student Services Office for a disability parking permit. Certification by a physician may be required.

Disability permits issued by the state of Washington in all forms and disability permits issued by other state agencies or institutions shall be honored.

AMENDATORY SECTION (Amending Order 45, filed 8/13/80)

WAC 106-116-305 SPECIAL PARKING PERMITS. Special parking permits are available from the Campus Safety Department or automatic ticket dispensers. These permits must be displayed in clear view on the dash of the vehicle ((printed)) numbered side up, readable from outside the vehicle.

(1) A special permit is available when permitted vehicle is inoperative and replacement vehicle is being used. ((no-cost-))

(2) Permits are available for loading or unloading. The time limit is thirty minutes.

(3) Vendor permits are available for vendors conducting business on campus.

(4) Persons possessing a valid parking permit may purchase a second permit for the sum of \$2.00 per quarter. Both vehicles may not be parked on campus simultaneously.

AMENDATORY SECTION (Amending Order 37, filed 1/13/78)

WAC 106-116-306 TEMPORARY PARKING PERMITS. Temporary parking permits may be:

(1) Purchased on a daily basis from coin-operated dispensers ((ea)) in Lots B, C-1 and D.

(2) Purchased from the Cashier in Mitchell Hall, on a weekly basis.

(3) Obtained through the Scheduling Center in the Samuelson Union Building for attendees of conferences, workshops, and meetings scheduled through that office.

(4) Valid only in areas not falling within prohibitions of WAC 106-116-202 and WAC 106-116-203.

AMENDATORY SECTION (Amending Order 45, filed 8/13/80)

WAC 106-116-403 VISITOR PARKING PERMITS. Visitors may obtain parking permits from ((the Campus Safety Department or)) the automatic permit dispensers Permit ((dispenser)) dispensers ((is)) are located near the entrance in "B" Lot, "C-1" Lot in front of Nicholson Pavilion, and "D" Lot.

Visitors on official business may obtain a courtesy permit from the Campus Safety Office, located at 11th and D Street near the entrance to "B" lot.

AMENDATORY SECTION (Amending Order 37, filed 1/18/78)

WAC 106-116-513 PROCEDURE — ((CITATIONS)) INFRACTIONS AND SERVICE THEREOF. Upon probable cause to believe that a violation of these regulations has occurred, an appropriate ((citation)) notice of infraction may be issued setting forth the date, the approximate time, the locality, and the nature of the violation. Such ((citations)) notice may be served by delivering or mailing a copy thereof to the alleged violator, or by placing a copy thereof in some prominent place within, upon or attached to such vehicle. Service by mail shall be accomplished by placing a copy of the ((citation)) notice in the mail addressed to the alleged violator at the address shown on the records of the Office of the Registrar or the Staff Personnel Office for that person or any other last known address of that person.

AMENDATORY SECTION (Amending Order 37, filed 1/13/78)

WAC 106-116-514 ELECTION TO FORFEIT OR CONTEST. The ((citation)) notice of infraction issued pursuant to WAC 106-116-513 of these regulations shall inform the alleged violator that he/she may elect either to forfeit the ((fine-applicable)) monetary penalty to the ((violation(s))) infraction(s) charged or to contest the matter(s) in the manner described by the court of the Justice of the Peace for Kittitas County, otherwise known as the Lower Kittitas County District Court.

(1) If the alleged violator chooses to forfeit the ((fine(s))) penalty, he/she may do so by paying the appropriate amount to the Justice of the Peace for Kittitas County. Payment will be in cash, by certified check, or by money order. Such payment may also be made by mail. Such forfeiture shall constitute a waiver of a right to a hearing.

(2) If the alleged violator chooses to contest, he/she may do so by contacting the office of the Justice of the Peace for Kittitas County ((and requesting a date to appear in court)) in accordance with directions given on the infraction notice.

AMENDATORY SECTION (Amending Order 37, filed 1/13/78)

WAC 106-116-515 PROCEDURE—COMPLAINT AND INFORMATION. (1) ((A citation)) An infraction served in accordance with the provisions of WAC 106-116-513 of these regulations shall constitute the complaint or information against the person to whom delivered or mailed; the person to whom a permit was issued for the vehicle in which it was placed or to which it was attached; or if no permit for the vehicle cited has been issued, the owner of the vehicle.

(2) The complaint or information may be amended at any time, either in writing delivered or mailed to the alleged violator or upon motion at trial in his presence, to include new charges of violations of these regulations.

AMENDATORY SECTION (Amending Order 45, filed 8/13/80)

WAC 106-116-521 ((FINES AND)) MONETARY PENALTIES. (1) The ((fines or)) monetary penalties to be assessed for violations of these regulations shall be those detailed in WAC 106-116-603.

(2) The Chief of Campus Safety will cause:

(a) These regulations or a reasonable condensation thereof to be prominently displayed in the Campus Safety Department.

(b) The amount of the ((fine)) monetary penalty to be written on the parking violation notices served on alleged violators.

AMENDATORY SECTION (Amending Order 45, filed 8/13/80)

WAC 106-116-603 ((FINES)) MONETARY PENALTY SCHEDULE FOR COURT.

Offense	Fine
(1) Improper display of permit.....	\$ 1.00
(2) Parking faculty-staff area.....	\$ 1.00
(3) Parking yellow stripe or curb.....	\$ 2.00
(4) Parking outside designated parking area.....	\$ 2.00
(5) Live parking area.....	\$ 2.00
(6) Obstructing traffic.....	\$ 2.00
(7) Double Parking.....	\$ 2.00
(8) Parking at improper angle or using more than one stall, or backing into parking stall.....	\$ 2.00
(9) Violation of the bicycle parking rules in WAC 106-116-901.....	\$ 1.00
(10) Reserved parking area.....	\$ 2.00
(11) No parking area.....	\$ 2.00
(12) Failure to remove keys from ignition.....	\$ 2.00
(13) Overtime parking.....	\$ 1.00
(14) Vehicle not registered.....	\$ 2.00
(15) Falsification of vehicle registration.....	\$ 5.00
(16) Using counterfeit, falsely made or altered permit.....	\$10.00
(17) Illegal use of permit.....	\$10.00
(18) No current permit.....	\$ 2.00
(19) Parking service drive.....	\$ 2.00
(20) Parking/driving sidewalks, malls.....	\$ 5.00
(21) Parking/driving lawns.....	\$10.00
(22) Parking fire lane.....	\$10.00
(23) Parking fire hydrant.....	\$10.00
(24) Driving, walking, leading, etc., certain animals on campus without permit (WAC 106-116-10401).....	\$10.00
(25) Other violations of the objectives of the CWU Parking and Traffic Regulations.....	\$1.00 to \$10.00
(26) Parking in a space marked "Disability Permits Only".....	\$10.00
(27) (a) When ((a-citation)) an <u>infraction</u> notice for offenses (1), (2), (9), and (13) is issued, any violator may, within one full business day of the issuance thereof, present such ((citation)) <u>notice</u> to the District Court office in the Kittitas County Courthouse and therewith pay \$.75 and no additional fine or penalty shall be imposed for such violation. (b) The Court Commissioner of the Kittitas County District Court and authorized deputies, or during non-business hours of said Court the office of the Sheriff of Kittitas County will accept payments made under this rule. (c) This schedule of ((fines)) <u>monetary penalties</u> and provisions for their payment corresponds with rules laid down by the Lower Kittitas County District Court. ((The court may issue arrest warrants for fines not paid within ten days.))	

AMENDATORY SECTION (Amending Order 45, filed 8/13/80)

WAC 106-116-901 BICYCLE PARKING AND TRAFFIC REGULATIONS. (1) The primary aim of the bicycle control program is safety, and this aim will be achieved by keeping bicycles out of buildings, away from building exits, and parking them off paths and sidewalks. Bicycles must never be parked in stairwells, hallways, or any place which will be a safety hazard or hinder exit from buildings.

(2) Bicycles must be parked in racks. At times, rack space may not be available and parking near the racks is permitted provided the parked bicycles do not interfere with pedestrian traffic.

(3) The following specific regulations must be observed while operating bicycles on campus:

(a) Do not ride or park bicycles inside buildings at any time.

(b) Do not lean or park bicycles near or against windows.

(c) Pedestrians having right-of-way, at times and places of congested pedestrian traffic, the bicycle rider must walk the bicycle. A violation of this provision shall constitute a moving violation and shall be referred directly to the Court of the Justice of the Peace for Kittitas County.

(d) Bicyclists must observe the 5 MPH speed limits on malls and service drives.

(e) Bicyclists must ride in designated lanes where they exist.

(4) Impounding for illegal parking:

(a) Bicycles parked on paths, sidewalks, in buildings or near building exits may be impounded. Except in areas adjacent to residence halls, ((bicycles))

or as otherwise permitted and designated by the Director of Housing as bike storage rooms. Bicycles left over 72 hours may be impounded.

(b) Impounded bicycles will be stored in a location determined by the Chief of Campus Safety. Bicycles will be released at specific times and upon presentation of proof of ownership. Owners of impounded bicycles, if identifiable, will be notified immediately upon impoundment and must reclaim the bicycle within seven days.

(c) Abandoned, lost or found bicycles shall be subject to sale in accordance with the laws of the State of Washington applicable to such sales conducted by law enforcement authorities.