



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

**CR-103** (10/1/89)

Agency: Centralia College, District 12

- Permanent Rule  
 Emergency Rule

(1) Date of adoption: August 9, 1990

(2) Purpose:  
Repeal outdated parking and traffic regulations which do not apply to Centralia College.

(3) Citation of existing rules affected by this order:  
Repealed: Chapter 132L-30 WAC  
Amended:  
Suspended:

(4) Authority for adoption:  
Statute: RCW 28B.50.140(10)  
Other Authority:

(5.1) **PERMANENT RULE ONLY**  
Pursuant to notice filed as WSR 90.14.111 on July 5, 1990 (date).  
Describe any changes other than editing from proposed to adopted version:  
  
NO CHANGE

(5.2) **EMERGENCY RULE ONLY**  
Pursuant to 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:

(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**                      **Emergency Rules**  
 31 days after filing                       Immediately  
 Other (specify) \_\_\_\_\_ \*                       Later (specify) \_\_\_\_\_  
\*(If less than 31 days after filing, specific finding in 5.3 under RCW 34.05.380(3) is required)

**CODE REVISER USE ONLY**  
**CODE REVISER'S OFFICE**  
**STATE OF WASHINGTON**  
**FILED**  
  
AUG 14 1990  
  
TIME: 2:09 *AM*  
WSR 90-17-060

NAME (TYPE OR PRINT)  
Jack R. Kalmbach  
  
*Jack R. Kalmbach*  
  
TITLE: Dean of Administration                      DATE: 8/10/90

## Chapter 132L-117 WAC

### PARKING AND TRAFFIC REGULATIONS--CENTRALIA COLLEGE

#### WAC

132L-117-010	Purpose for adopting parking and traffic regulations.
132L-117-020	Applicable parking and traffic regulations.
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132L-117-200	Liability of college.
132L-117-210	Designation of parking.
132L-117-220	Parking within designated spaces.
132L-117-230	Regulatory signs, markings, barricades, etc.
132L-117-240	Speed limit.
132L-117-250	Pedestrian's right of way.
132L-117-260	Two-wheeled motorbikes or bicycles.
132L-117-270	Report of accidents.
132L-117-280	Disabled and inoperative vehicles--Impounding.
132L-117-290	Authority to establish parking fee.
132L-117-300	Parking permit fees.

#### NEW SECTION

#### WAC 132L-117-010 PURPOSE FOR ADOPTING PARKING AND TRAFFIC REGULATIONS

Pursuant to the authority granted RCW 28B.50.140(10), the Board of Trustees of Community College District 12 is granted authority to adopt rules and regulations for pedestrian and vehicular traffic upon public lands devoted to, operated by or maintained by the college. The objectives of these regulations are:

- (1) To protect and control pedestrian and vehicular traffic.
- (2) To assure access at all times for emergency traffic.
- (3) To minimize traffic disturbances during class hours.
- (4) To facilitate the work of the college by assuring access to its vehicles and by assigning limited parking space for the most efficient use by all.
- (5) To regulate the use of parking spaces.
- (6) To protect state owned property.

NEW SECTION

WAC 132L-117-020 APPLICABLE PARKING AND TRAFFIC REGULATIONS.

- (1) All regulations in this chapter and all motor vehicle and other traffic laws of the state of Washington shall apply on the campus.
- (2) The traffic code of the city of Centralia shall apply upon all lands located within the city of Centralia.

NEW SECTION

WAC 132L-117-030 DEFINITIONS. As used in this chapter, the following words and phrases shall mean:

- (1) "Board": The Board of Trustees of Community College District 12.
- (2) "Campus": All lands and buildings devoted to, operated by, or maintained by Centralia College, District 12.
- (3) "Campus security officer": Employee of the college who is responsible to the Dean of Administration for Campus traffic control, parking, security, and safety.
- (4) "College": Centralia College, District 12.
- (5) "Safety and security supervisor": The college's safety and security supervisor.
- (6) "Employee": An individual appointed to the faculty, staff, or administration of the college.
- (7) "Guests/visitors": Person or persons who come upon the campus as guests and person or persons who lawfully visit the campus.
- (8) "Continuing permits": Permits issued to full-time employees for an indefinite period of time.
- (9) "Annual permits": Permits which are valid from the date of issue until the first day of the following fall quarter.
- (10) "Temporary permits": Permits which are valid for a specific period designated on the permit.
- (11) "Vehicle": automobile, truck, motor-driven cycle, scooter or and vehicle otherwise powered.
- (12) "Full-time student": Any person who is enrolled on campus for ten credit hours or more at the college.
- (13) "Part-time student": Any person who is enrolled on campus for nine credit hours or less at the college.
- (14) "Full-time employee": An employee of the college employed twenty hours or more per week on a permanent regular basis.
- (15) "Part-time employee": An employee of the college employed less than twenty hours per week.

NEW SECTION

WAC 132L-117-040 AUTHORIZATION FOR ISSUANCE OF PERMITS.

- (1) The safety and security supervisor, or designee, is authorized to issue parking permits to students, employees, and guests upon the following:
  - (1a) When the vehicle is properly registered with the college.
  - (1b) When a permanent or special parking permit is necessary to enhance the business or operation of the college.
- (2) Additional permits are available at the current fee schedule to individuals who may be registered to drive any one of several vehicles. Only one vehicle registered to an individual under one permit fee shall be permitted to park on campus at any one time.

NEW SECTION

WAC 132L-117-050 VEHICLE PARKING PERMITS.

(1) All part-time and full-time employees and students of the college shall obtain and display a currently valid parking permit on all vehicles parked or left standing unattended upon the college campus for both day and night classes, in accordance with WAC 132L-117-040.

(2) All persons parking on the campus shall secure and display a currently valid parking permit within five days from date of registration or from the first day of employment.

NEW SECTION

WAC 132L-117-060 VISITOR PERMITS. All guests/visitors (including salespersons, maintenance or service personnel) will park in appropriate parking areas after obtaining a temporary permit from Central Services.

NEW SECTION

WAC 132L-117-070 RESPONSIBILITY OF PERSON TO WHOM PERMIT IS ISSUED. The person to whom a parking permit is issued shall be responsible for all violations of said rules and regulations involving the vehicle; however, such responsibility shall not relieve said driver of the responsibility for violations of the regulations established by this chapter. In the event that a vehicle in violation is not registered with the college, the current registered owner will be responsible for the violations of the campus regulations.

NEW SECTION

WAC 132L-117-180 DISPLAY OF PERMITS. The parking permit issued by the college shall be visibly affixed on the outside of the rear window of the vehicle, for which the permit is issued, on the lower left hand corner of the window as viewed from the rear of the vehicle. If the vehicle is a convertible or has no rear window the permit shall be affixed to the driver side rear bumper or driver side windshield lower corner. Motorcycle permits must be affixed in a conspicuous place.

NEW SECTION

WAC 132L-117-090 TRANSFER OF PERMITS. Parking permits are not transferable. If a vehicle is sold or traded, the new vehicle must be registered with Central Services and the permit will be reissued.

NEW SECTION

WAC 132L-117-100 PERMIT REVOCATION. Permits are licenses and the property of the college, and may be revoked for any of the following reasons:

- (1) When the purpose for which the permit was issued changes or no longer exists.
- (2) When a permit is used on an unregistered vehicle or by an unauthorized person.
- (3) Falsification on a vehicle registration application.
- (4) Continued violations of parking and traffic regulations.
- (5) Counterfeiting or altering of permits.

NEW SECTION

WAC 132L-117-110 RIGHT TO REFUSE PERMIT. The college Dean of Administration, or designee, reserves the right to refuse the issuance of a parking permit to anyone who has had a previous permit revoked, or whose driving or parking record indicates a disregard for the rights or safety of others.

NEW SECTION

WAC 132L-117-120 RIGHT TO APPEAL PERMIT REVOCATION/REFUSAL. When a parking permit has been revoked pursuant to WAC 132L-117-100 or has been refused in accordance with WAC 132L-117-110 or when a fine or penalty has been levied against a violator of the rules and regulations set forth in this chapter, such action by the Dean of Administration, or designee, may be appealed in accordance with WAC 132L-117-180.

NEW SECTION

WAC 132L-117-130 DELEGATION OF AUTHORITY. The authority and powers conferred upon the Dean of Administration by these regulations shall be subject to delegation to that individual's subordinates.

NEW SECTION

WAC 132L-117-140 ENFORCEMENT.

- (1) Parking and traffic regulations will be enforced at all times.
- (2) The Dean of Administration, or designee shall be responsible for the enforcement of the regulations contained in this chapter.

NEW SECTION

WAC 132L-117-150 VIOLATION OF PARKING AND TRAFFIC REGULATIONS.

- (1) Operators of illegally operated or parked vehicles shall be warned or cited through an appropriate means that they are in violation of these regulations. All fines are payable at the cashier's office.
- (2) In instances where violations are repeated, and in the judgment of the safety and security supervisor, with appropriate documented evidence, said vehicles may be impounded.

NEW SECTION

WAC 132L-117-160 ISSUANCE OF TRAFFIC TICKETS OR SUMMONS.

- (1) The safety and security supervisor or designee may issue a warning or citation for a violation of these regulations. The warning or citation should set forth the date, the approximate time, permit number, license information and nature of violation.
- (2) Such warning or citation may be served by attaching or affixing a copy thereof in some prominent place outside such vehicle or by personally serving the operator.



NEW SECTION

WAC 132L-117-170 FINES AND PENALTIES. The safety and security supervisor, or designee, is authorized to impose the following fines and penalties for violation of the regulations contained in this chapter:

- (1) A schedule of fines shall be set by the Board of Trustees. The schedule shall be published by the college in the parking and traffic regulations and on the traffic parking citation form.
- (2) Fines will be assessed in accordance with the fees and fines schedules as established by the Board of Trustees for the following violations:
  - (a) No valid permit displayed
  - (b) Visitor parking violations
  - (c) Occupying more than one parking space
  - (d) Occupying space/area not designated for parking
  - (e) Handicapped parking violation
  - (f) Parking in area not authorized by permit
  - (g) Parking in reserved staff space without authorization
  - (h) Blocking or obstructing traffic (may be towed if creating a safety hazard)
  - (i) Parking adjacent to fire hydrant (may be towed if creating a safety hazard)
  - (j) Parking in fire lane (may be towed if creating a safety hazard)
  - (k) Parking in zone or area marked no parking
  - (l) Other violations of college parking traffic regulations and its objectives
- (3) At the discretion of the Dean of Administration, or designee, an accumulation of citations by a staff, administrator, or faculty member may be turned over to a private collection agency for the collection of past due fines. Other appropriate collection procedures may be initiated as deemed necessary.
- (4) Vehicles parking in a manner so as to obstruct traffic, including access to and from parking spaces and areas, may be subject to a fine and may be impounded and taken to such place for storage as the safety and security supervisor, or designee, selects. The expenses of such impounding and storage shall be the responsibility of the registered owner or driver of the vehicle.
- (5) Vehicles impounded by means of an immobilizing device shall be charged a service fee according to the current fee schedule.
- (6) The college shall not be liable for loss or damage of any kind resulting from impounding and storage of vehicles.
- (7) Vehicles involved in violations of these regulations may be impounded as provided for in these regulations.
- (8) Persons may appeal the issuance of a citation according to WAC 132L-117-180.
- (9) In the event a person fails or refuses to pay an uncontested fine which has been outstanding in excess of five days, the Dean of Administration, or designee, may initiate the following actions:
  - (a) Student may not be able to obtain transcript of credits until all fines are paid.
  - (b) Student may not receive a degree/diploma until all fines are paid.
  - (c) Students will not be able to register for subsequent quarters until all fines are paid.

NEW SECTION

WAC 132L-117-180 APPEAL PROCEEDINGS--APPEAL OF FINES AND PENALTIES.

- (1) Appeals must be presented in writing, giving full particulars, listing witnesses, evidence, etc.
- (2) Appeals must be submitted to the Dean of Students within five days from date of citation.
- (3) If an appeal is not resolved to the satisfaction of the alleged violator, he/she shall have five additional days from receipt of decision by the Dean of Students to appeal to the parking advisory committee.

NEW SECTION

WAC 132L-117-190 PARKING ADVISORY COMMITTEE. The parking advisory committee shall be structured and responsible for the following purposes:

- (1) To review and recommend necessary changes to the college parking and traffic regulations annually.
- (2) To receive and hear appeals related to parking and traffic violations. All decisions made by the parking advisory committee relative to parking/traffic appeals shall be final.
- (3) Membership shall consist of at least: Three student representatives, one faculty representative, one classified representative, one administrator, and the Dean of Administration - ex officio.

NEW SECTION

WAC 132L-117-200 LIABILITY OF COLLEGE. The college assumes no liability under any circumstances for theft or damage occurring to vehicles, bicycles or their contents. No bailment of any sort is created by the purchase of a parking permit.

NEW SECTION

WAC 132L-117-210 DESIGNATION OF PARKING. The parking spaces available on campus may be allocated and designated by the Dean of Administration in such a manner as will best achieve the objectives of these rules and regulations.

- (1) Special provisions shall be made for physically disabled employees, visitors, students, or their designee. Physically disabled individuals utilizing handicapped parking spaces must display in that vehicle a valid state issued disabled parking permit or license plate. Temporarily handicapped permits will be issued by the safety and security supervisor. In addition to the disabled permit, valid college parking permits must be purchased and displayed on the vehicle.
- (2) Spaces specifically designated as "Visitor" are to be used only by visitors driving vehicles without continuing or annual permits, for a maximum time period of 30 minutes. A temporary permit is not required. Visitors requiring parking for longer than 30 minutes may obtain a temporary permit at Central Services, and will park in normal undesignated spaces.
- (3) Parking spaces may be designated for special purposes as deemed necessary.

NEW SECTION

WAC 132L-117-220 PARKING WITHIN DESIGNATED SPACES.

- (1) No vehicle shall be parked on the campus except in those areas set aside and designated for parking.
- (2) No vehicle shall be parked so as to occupy any portion of more than one parking space or stall.

NEW SECTION

WAC 132L-117-230 REGULATORY SIGNS, MARKINGS, BARRICADES, ETC. The Dean of Administration, or designee, is authorized to make and erect signs, barricades, and other structures and to paint marks and other directions upon the streets, entry/exits, and roadways for the regulation of traffic and parking upon the various public lands devoted to, operated by, or maintained or the college. Drivers of vehicles shall observe and obey all the signs, barricades, structures, markings and directions given them by the campus security officer in the control and regulation of traffic and parking.

NEW SECTION

WAC 132L-117-240 SPEED LIMIT. No vehicle shall be operated on the campus at a speed in excess of five miles per hour, or such slower speed as is reasonable and prudent to the circumstances.

NEW SECTION

WAC 132L-117-250 PEDESTRIANS RIGHT OF WAY.

- (1) The operator of a vehicle shall yield right of way to any pedestrian. Pedestrians shall not leave a curb or other place of safety and walk or run into the path of an oncoming vehicle.
- (2) When a sidewalk or crosswalk is provided, pedestrians shall proceed upon the sidewalk or crosswalk.

NEW SECTION

WAC 132L-117-260 TWO-WHEELED MOTORCYCLES OR BICYCLES.

- (1) All two-wheeled vehicles powered by an engine shall park in areas designated for motorcycles only and will not use spaces assigned to automobiles or bicycles.
- (2) Bicycles and other nonengine powered cycles are to be parked in bicycle racks where provided. No person shall park a bicycle inside a building, by a doorway, on a path, sidewalk, walkway, or in such a manner as to block or obstruct the normal flow of pedestrian traffic.

NEW SECTION

WAC 132L-117-270 REPORT OF ACCIDENTS.

- (1) The operator of any vehicle involved in an accident on campus resulting in injury or death of any person or claimed damage to either or both vehicles exceeding five hundred dollars shall immediately report such accident to Central Services. Accidents occurring after the close of business shall be reported the next working day. Operator shall within twenty-four hours after such accident file a State of Washington motor vehicle report.
- (2) Other minor accidents may be reported to Central Services for insurance record purposes.



NEW SECTION

WAC 132L-117-280 DISABLED AND INOPERATIVE VEHICLES—IMPOUNDING.

- (1) Disabled or inoperative vehicles shall not be parked on the campus for a period exceeding seventy-two hours, without authorization from the Dean of Administration, or designee.
- (2) Vehicles parked over seventy-two hours without authorization may be impounded and stored at the expense of either or both the owner and operator thereof.
- (3) Notice of intent to impound will be posted on the vehicle and sent by registered mail to the legal owner forty-eight hours prior to impound.

NEW SECTION

WAC 132L-117—290 AUTHORITY TO ESTABLISH PARKING FEE. The board shall set and review as necessary parking permit fees in accordance with WAC 132L-117-300 and a schedule of fines and penalties in accordance with WAC 132L-117—170.

NEW SECTION

WAC 132L-117-300 PARKING PERMIT FEES. Fees shall be levied in accordance with the current published fee schedule.

REPEALER

The following chapter of the Washington Administrative Code is repealed:

Chapter 132L-30 WAC Parking and Traffic Regulations--South Puget Sound Community College.