

WAC 132C-10-140 Parking appeal process. All appeals by anyone who has received a citation for a violation of these parking and traffic rules must be made in writing using the Olympic College Parking Appeal form (available from safety and security).

(1) **Level one:** Appeals must be submitted to safety and security within five working days of initial citation with an appeal form and a copy of the citation. The safety and security supervisor will make a determination and notify the appellant within five working days of receipt of the appeal.

(2) **Level two:** If a level one appeal is denied, the appellant may petition the parking advisory committee within five working days. The decision of the parking advisory committee is final. The appeal to the parking advisory committee must include the following:

(a) A copy of the level one appeal;

(b) A written statement indicating reasons the denial should be overturned; and

(c) A receipt showing that the citation has been paid.

The committee will make a determination and notify the appellant within five working days of receipt of a level two appeal. The appellant will be refunded any citation fee paid if the committee overturns the citation(s).

[Statutory Authority: Chapter 28B.50 RCW. WSR 10-16-002, § 132C-10-140, filed 7/21/10, effective 8/21/10; WSR 10-02-022, § 132C-10-140, filed 12/29/09, effective 1/29/10.]