

SOUND TRANSIT MOTION NO. M2001-119

A motion of the of the Central Puget Sound Regional Transit Authority to adopt a Sounder Commuter Rail Interim Surface Parking Policy and authorize the Executive Director to implement the policy as defined.

Background:

An interim surface parking policy is necessary and desirable to enforce the proper use of the parking lots and ensure that space is available for Sounder and Sound Transit customers until a comprehensive agency-wide policy is adopted by the Board.

This interim policy clarifies proper use, defines unauthorized activity, sets guidelines for community use and allows staff to draft enforcement procedures.

Motion:

It is hereby moved by the of the Central Puget Sound Regional Transit Authority that the attached Sounder Interim Surface Parking Policy is adopted and the Executive Director is authorized to implement the policy as defined.

APPROVED by the of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on the day of 2001.

David Earling
Board Chair

ATTEST:

Marcia Walker
Board Administrator **SOUND TRANSIT STAFF REPORT MOTION NO. M2001-119**
Sounder Interim Surface Parking Policy

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Executive	11/2/01	Discussion/Possible	Roger Iwata,	(206) 689-
Committee	11/8/01	Action to	Project	4904
Board		Recommend Board Approval	Development Coordinator	
		Action		

OBJECTIVE OF ACTION

- Enforce the proper use of Sounder surface parking lots at commuter rail stations while an agency wide policy is under development.

ACTION

- Adopt the attached interim surface parking policy and authorize the Executive Director to implement the policy as defined.

KEY FEATURES

Highlights of Action:

An interim parking policy will:

- Allow staff to establish procedures and enforce the proper use of surface parking lots.
- Address unauthorized activity observed in the parking lots such as camping and allow removal of abandon vehicles.
- Clarify and set guidelines for community use of parking lots.
- Document informal agreements already in place such as the joint use agreement with Amtrak at the Tukwila station.

BUDGET

The interim policy has no additional direct impacts on the Sounder budget that have not already been considered for capital and operating budgets. Signage to be posted that will alert customers to this policy has already been covered through prior budget plans including the 2002 Proposed Budget.

Existing security at the stations, currently provided by contract with Wackenhut Corporation, provides the necessary staffing to enforce this policy.

CONSEQUENCES OF DELAY

A delay in adopting an interim parking policy would:

- Allow unauthorized activity to continue in parking lots.
- Displace transit customers onto nearby on-street parking in communities where lots are currently at capacity.
- Communities will have no guidance on potential use of the parking lots.

Regional Partnership and Cooperation

Sound Transit has an agreement with Amtrak for shared parking at the Tukwila Station.

Public Involvement

During the station design process several communities expressed their desire to use Sounder's parking lots in a variety of ways. No agreements have been executed with communities or community groups.

DESCRIPTION OF POLICY

Operationally, an interim parking policy is necessary and desirable to enforce the proper use of the parking lots and ensure that space is available for Sounder and Sound Transit customers while a comprehensive agency-wide policy is being developed.

This interim policy clarifies proper use, defines unauthorized activity, sets guidelines for community use and allows staff to draft enforcement procedures.

FACTORS TO CONSIDER

- The intent of this interim policy is to be narrow and specific to reduce the chance that any portion will preclude elements of the agency-wide policy under development.
- Proper enforcement will create some unhappy individuals and complaints are likely. Removal of unauthorized parking will create space for actual transit customers.
- Careful monitoring of parking lots ensures that Sounder customers have space available. Available parking reduces the chance that Sounder customers will impact on-street parking in the community.
- Guidelines for community use will be welcome in some communities and may not be in others. Some may have hopes of unrestricted use especially at stations that currently have excess capacity. Where some space may be available now, it will be exceedingly difficult to restrict community use later when capacity does become a concern.

ALTERNATIVES

- The Board may choose to wait until the agency-wide parking policy is developed (9-12 months) and not adopt this interim policy.

RECOMMENDATION(S)

Staff recommends Board adoption of a Sounder Interim Surface Parking Policy.

LEGAL REVIEW

JW 10/23/01

SOUND TRANSIT

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Background:

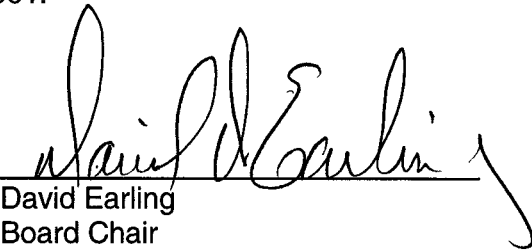
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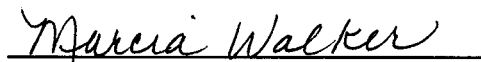
Motion:

It is hereby moved by the Board of the Central Puget Sound Regional Transit Authority that the attached Sounder Interim Surface Parking Policy is adopted and the Executive Director is authorized to implement the policy as defined.

APPROVED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on the 8th day of November, 2001.


David Earling
Board Chair

ATTEST:


Marcia Walker
Board Administrator

Sounder Commuter Rail Interim Station Surface Parking Policy

Introduction

Sound Transit actively enforces the proper use of Sounder's surface parking lots. To ensure that space is available for commuter rail riders both now and in the future, enforcement is necessary and desirable.

Enforcement also ensures that only authorized users outside of commuter rail riders are using the parking lots as agreed. Careful monitoring of parking lots and their use will help ensure that Sounder riders have space available and not impact nearby on-street parking in the community.

The interim parking policy is only intended to cover Sounder surface parking lots at stations until an agency wide policy is completed in approximately 9-12 months.

Background Information

- The day-to-day operation of Sounder's parking lots is the responsibility of Sound Transit.
- The priority for parking is Sounder and Sound Transit passengers.
- Sound Transit shall not be responsible for any loss or damage to personal property in parking lots.
- Sound Transit does not guarantee the availability of parking spaces to any persons desiring a space at any given time.
- Sound Transit may enter into agreements for alternate uses of the parking lots.
- Restrictions on use and enforcement shall be consistent at all Sounder surface parking lots with the exception of Tukwila where a joint use partnership exists.

Sounder Passenger Parking

Parking spaces at Sounder stations shall be available to accommodate the parking needs of commuter rail and transit passengers. Priority is on a first-come, first served basis.

Over night parking is not allowed unless prior arrangements have been made with Sound Transit. Any unauthorized vehicle that remains in a Sounder parking lot is subject to towing as outlined in the attached Enforcement and Towing Procedure.

Parking Spaces for Persons with Disabilities

A limited number of parking spaces, in accordance with ADA guidelines, shall be labeled and reserved for persons with disabilities. These spaces shall be filled on a first-

come, first-served basis to anyone with a Washington Exemption Entitlement Parking Permit or license plate.

Shuttle Service

Sound Transit, in an effort to encourage ridership on Sounder, may enter into agreement with area employers and municipalities to provide daytime or overnight parking for vehicles that transport Sounder riders to and from the station to the work site.

The following conditions apply:

1. Only vehicles that have been authorized by Sound Transit may park overnight at the stations.
2. The vehicle must be used to transport Sounder passengers to and from the station to the destination.
3. Each authorized vehicle will be registered with Sound Transit. No other vehicles can be substituted without prior arrangement and approval from Sound Transit.

Parking Fees

There is no charge to commuter rail passengers for parking at Sounder stations. Sound Transit reserves the right to charge a nominal fee in the future although it is not anticipated at this time.

Parking fees may apply for uses other than commuter rail passenger parking as determined by Sound Transit.

Agency Parking Agreements

Sound Transit may enter into agreement with partner agencies, municipalities or other entities for parking arrangements beyond Sounder passenger parking.

An example of such an agreement would be the existing arrangement with Amtrak for the joint use of limited parking at Tukwila station.

Souder Commuter Rail

Surface Parking Lot Enforcement and Towing Procedure

Sound Transit actively enforces the proper use of Souder surface parking lots. Unauthorized vehicles in Souder parking lots will be towed at the owner's expense.

Sound Transit security is responsible for enforcement. As demonstrated in the past, security will continue to be polite and respectful when dealing with the public to enforce parking policies. Security officers have discretion to grant additional time as circumstances dictate.

Unauthorized Parking

Parking in Souder parking lots is reserved for commuter rail riders and other authorized users. Sound Transit policy prohibits the following unauthorized uses and will tow such vehicles at the owner expense:

- Non-Souder patrons or unauthorized vehicles
- Overnight parking or over 24 hours of continuous parking.
- Large commercial vehicles.
- Camping in vehicles.
- Vehicles for sale.
- Parking in bus zones or passenger pick up/drop off areas.
- Improperly parked vehicles.
- Abandoned vehicles.
- Residential or commercial parking.
- Vehicle storage.

Towing Procedure

Vehicles found in violation of Sound Transit's Parking policy will first be given notice then towed after 24 hours. Any vehicle that is a hazard will be towed immediately without notice.

1. Mark tire with road chalk, record vehicle information, time and date.
2. Place 'Notice of Intent to Tow' on windshield, indicate the type of violation.
3. After 24 hours, verify that the vehicle remains in violation and record data.
4. Notify appropriate staff to contact towing company.

Public Use

Sound Transit acknowledges the desire of communities to utilize Sounder's parking lots for a variety of uses. Sound Transit staff will evaluate each proposal on a case by case basis provided that the intended use reflects some public benefit and will not conflict with the priority for transit parking. Requests for use shall be forwarded to Sound Transit by a public or government agency.

The nature of the proposed community uses should not be long term or for on-going events but rather allowed on a per use basis. Most uses will require some fee for use or reimbursement of costs as well as self-insurance for liability.

Criteria for evaluating each use may include but not be limited to the following:

- Potential conflicts with Sounder passenger parking.
- Current use patterns and availability of parking.
- Public benefit of the proposed use.
- Potential benefit to Sounder ridership.
- Safety and security considerations.

Prohibited Activities

In addition to unauthorized parking, Sound Transit prohibits, the following activity in Sounder parking lots:

- Selling of any service or commodity.
- Loitering
- Camping
- Use of skateboards, scooters or skates
- Riding bikes in the parking lots
- Leafleting for any purpose
- Signature gathering
- Amplified sound devices
- Consumption of alcoholic beverages
- Storing vehicles or personal property.
- Engaging in any sport or recreational activity.
- Engaging in any public communication activities or commercial activities.
- Conducting driver training.
- Dumping any materials whatsoever including but not limited to chemicals and automotive fluids.
- Performing non-emergency repairs or cleaning of a vehicle.
- Using Sounder parking lots for residential or commercial parking purposes.

Enforcement

Any unauthorized vehicle in a Sounder parking lot will be towed at the owner's expense as outlined in the attached Enforcement and Towing Procedure.