



Policy Title: Richmond Marina Way South Regional Parking Policy	Policy Number: RBO Parking Richmond Marina Way Campus 2022-
Owner Department: Regional Parking Services	Effective Date: Recommend effective date = 30 approval date
Custodian: N-CAL RBO Parking Services	Page: 1 of 7
Creation Date: 12/8/2021	Review Date: N/A
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Approving Committee/Title of person responsible:	

1.0 Policy Statement

- 1.1** The Regional Parking Policy supports a regional managed approach addressing limited parking available to staff, visitors, vendors/contractors who work or visit the Richmond Marina Way South Campus Facility.
- 1.2** Any polices that are not adhered or followed will receive a parking citation by the City of Richmond Police Department and/or towed.
- 1.3** KP reserves the right to tow any illegally parked vehicle at the risk and expense of the owner.
- 1.4** Towing charges shall be those set forth by the towing agent, and the owner shall be responsible for the towing charges.

2.0 Purpose

This policy is to provide a consistent and fair parking experience for Kaiser Permanente employees, vendors and contractors who work or visit the Richmond Marina Way South Campus located at:

- 914, 930, 934 & 938 Marina Way South, Richmond, CA

This policy will set the rules and regulations on vehicles illegally parked in the following areas:

- 2.1** ADA/Disabled Stalls
- 2.2** No Parking Zones
- 2.3** Reserved Stalls
- 2.4** Restricted Areas/ Posted No Parking

3.0 Scope/Coverage

This policy applies to all employees who are employed by the following entities (collectively referred to as "Kaiser Permanente" choose applicable):

- 3.1** Kaiser Foundation Health Plan, Inc., Kaiser Foundation Hospitals and TPMG (together, KFHP/H) of N. Cal
 - 3.1.1 Regional Lab
 - 3.1.2 Optical
 - 3.1.3 School of Allied Health Services

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4.0 Definitions

- 4.1** Staff: employees, physicians, lab couriers of Kaiser Permanente.
- 4.2** Visitors: all other persons who are not staff. This category includes sales representatives, job applicants, package/mail delivery services (Fed-Ex, UPS) etc.
- 4.3** Vendors: contractors, deliver services, construction, or repairing items for the facility.
- 4.4** ADA/Disabled Parking: a disabled parking permit, is a permit that is displayed upon parking a vehicle. It gives the operator of a vehicle permission to special privileges regarding the parking of that vehicle. These privileges include parking in a space reserved for persons with disabilities.
- 4.5** Parking Lot/Garage: an area used for the parking of motor vehicles.
- 4.6** Tandem Parking: is shared assigned parking that consist of two parking stalls, they are configured like a single spot that's double in size (practically, the first car to park in the space will be blocked in once the second vehicle parks behind it).
- 4.7** Reserved Parking: are assigned stalls that are reserved for specific department heads. Parking is only allowed in the stalls that are not marked with a reserved sign.
- 4.8** Crosshatched Area: adjacent to a designated disabled parking space is a no parking area. *Parking is NEVER permitted!*
- 4.8.1 This includes all crosshatched areas throughout the parking lot, including entrance and exit gates.
- 4.9** No Parking Zone: no operator of any vehicle shall stop, stand, park or leave standing any vehicle, whether attended or unattended, in any of the following places, except when necessary to avoid conflict with other traffic or in compliance with the direction of a police officer, other authorized officer or official traffic control device.
- 4.9.1 Within any loading zone for any purpose other than unloading or loading of passengers or materials; provided, that no stop for the loading or unloading of passengers shall be made for more than five minutes; or provided, that no stop for the loading or unloading of materials shall be made for more than 20 minutes.
- 4.10** Courier/Package Delivery Parking: a designated parking area for KP couriers or mail delivery services. Usually, a reserved area located close to the loading dock.

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- 4.11** Motorcycle or Scooter Parking: parking area designated for motorcycles/scooter only. Motorcyclists/scooters are required to abide by the same parking rules as any other motorized vehicle. This includes no parking on sidewalks, no parking zones, or striped areas.
- 4.12** Loading Dock: an area at the side of a building where goods are loaded onto and unloaded from vehicles.

5.0 Provisions/Procedures

- 5.1** Liability of damage: Kaiser Permanente is not responsible for theft, damage, loss of vehicles or items contained within the vehicle while parked on the premise. Damage or theft to any vehicle is the sole responsibility of the vehicle's owner.
- 5.2** The Richmond Marina Way Campus and all parking stalls within KP gates are private property.
- 5.3** No long-term or storage parking. Parking on KP property is permitted only for daily work shifts. No overnight or long-term/storage parking is permitted. If a vehicle is discovered in the lot for longer than 24 hours, it will be towed with no warning at owner's expense.
- 5.4** All Local, State and Federal Law/Ordinances apply to this location and all KP parking areas.
- 5.5** The responsibility of finding a legal parking space rests with the vehicle operator.
- 5.6** Lack of space is not considered a valid reason for violation of these policies.
- 5.7** Parking in more than one space is prohibited.
- 5.8** If another vehicle is parked in violation of any policy and does not receive a citation does not authorize such parking nor does it mean this policy is no longer in effect.
- 5.9** Any violators of this policy will be towed immediately at owner's expense without notice, according to posted signage and local ordinance/laws. Parking regulations shall be strictly enforced. This applies to all areas defined in this policy.
- 5.10** General parking is currently offered free of charge to all employees that work within the Richmond Marina Way South Campus.
- 5.11** General Parking is first come first serve, no stalls can be saved or reserved.
- 5.10.1 Should any reserved parking be requested or provided there will be ample signage indicating said reserved parking.
- 5.10.2 Any vehicle not authorized to park in reserved space will be towed without notice.



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5.12 ADA/Disabled parking stalls are reserved only for vehicles that display the following: Hours apply 24 hours a day, 7 days a week on private and public parking lots.

5.12.1.1 BLUE disability placard, or a HC License plate issued by the registered state of vehicle registration.

5.12.1.1.1 Must be displayed in the vehicle in a manner so that the date of expirations is visible.

5.12.1.2 RED "Temporary" disability placard.

5.12.1.2.1 Must be displayed in the vehicle in a manner so that the date of expirations is visible, and per code either hanging from rearview mirror, on dashboard or approved hang tag on windshield or a license plate for a disabled persons license plate.

5.12.2 **If no legal placard is displayed,** a parking citation ticket will be issued by the City of Richmond Police Department and/or towed.

5.13 Crosshatched NO Parking Zones, fall under the Disabled parking space, ordinance/laws.

5.14 Red Curbs indicate no stopping, standing, or parking under any circumstances and are enforced 24 hours per day 7 days a week. This is a fire code violation; additional fines could apply. Issued by Fire Marshal or City of Richmond Police Department.

5.15 Courier/Delivery Parking Stalls are located throughout the campus.

5.15.1 Stalls are reserved for the Regional Lab Couriers, stalls are crucial to the operation.

5.15.1.1 Couriers will be issued a hangtag indicating they are authorized to park in these areas.

5.15.1.2 Parking is not permitted in reserved area, by any employee or long-term parker.

5.15.1.2.1 If hangtag is not displayed in vehicle, it will be towed.

5.15 Motorcycle Parking stalls should only be used by motorcycles or scooters.

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5.15.1 No vehicles are permitted in specially designated area, signs are posted, designated as a tow zone.

5.17 Loading Docks, no vehicles are permitted in any loading dock area, due to delivery requirements by large trucks at any given time. No exceptions, this is designated a tow zone.

Parking Violation Reminders:

Do not stop, park, or leave your car in any of the following places.

It can be immediately towed if it is:

- **Within 15 feet of a fire hydrant**
- **In a Disabled parking space**
- **In stalls marked with a crosshatched pattern next to an ADA/Disabled parking space. This area is for wheelchair and wheelchair lifts**
- **Any crosshatched no parking zone on property**
- **Next to red curbs, which indicate no stopping, standing, or parking and are required for fire department access**
- **In areas designated "Tow Away" by posted signage**
- **In stalls designated "Tandem" by posted signage**
- **Courier/Delivery Parking only stalls**
- **Loading Docks**
- **Double parking, blocking another vehicle into a parking stall or behind a vehicle parked in a legal parking stall**
- **Vehicle Interferes with an entrance or exit to the property**

6.0 References/Appendices

6.1 Private Parking Lot towing rights

6.1.1 California Vehicle Code 22953.

6.1.1.1 (a) a vehicle may be removed immediately after being illegally parked within 15 feet of a fire hydrant, in a fire lane, in a manner that interferes with an entrance to, or an exit from, the private property, or in a parking space or stall legally designated for disabled persons.

6.2 City of Richmond Ordinance on Blue Curbs/Disabled Parking Stalls
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6.2.1 Blue curbs and disabled parking stalls are reserved for vehicles displaying valid disabled placards or disabled persons license plate from any state. The cross hatched areas adjacent to disabled parking stalls, accommodating side-loading vans for the disabled are identically enforced.

6.2.1.1 These curbs and stalls are enforced 24 hours a day, 7 days a week on public and private lots.

6.2.1.1.1 Fines for vehicles parking in disabled parking place without a placard or any vehicle parking in the crosshatched contiguous stalls are set by the State of California and begin at \$250.00

6.2.1.1.1.1 The City of Richmond has set the local minimum at \$280.00.

6.3 California Statue ADA Disabled Parking Reference:

6.3.1.1 CVC 2251.- Stopping, Standing and Parking- Disabled Parking

6.3.1.1.1 Whenever a local authority so designates a parking space, it shall be indicated by blue paint on the curb or edge of the paved portion of the street adjacent to the space. In addition, the local authority shall post immediately adjacent to and visible from the space a sign consisting of a profile view of a wheelchair with occupant in white on a blue background.

6.3.1.1.2 The sign required pursuant to paragraph (1) shall clearly and conspicuously state the following: "Minimum Fine \$250." This paragraph applies only to signs for parking stalls constructed on or after July 1, 2008, and signs that are replaced on or after July 1, 2008.

6.3.1.1.3 If the loading and unloading area of the pavement adjacent to a parking stall or space designated for disabled persons or disabled veterans is to be marked by a border and hatched lines, the border shall be painted blue and the hatched lines shall be painted a suitable contrasting color to the parking space. Blue or white paint is preferred.

6.3.2 Restrictions on Disabled Parking

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6.3.2.1 CVC 22511.5- Disabled parking in a zone for which state law or ordinance absolutely prohibits stopping, parking, or standing of all vehicles, or which the law or ordinance reserves for special types of vehicles, or to the parking of a vehicle that is involved in the operation of a street vending business.

6.4 City of Richmond Ordinances on Curb Markings- public or private property
6.4.1 Red Curbs

6.4.1.1 Curbs marked by red indicate no stopping, standing, or parking under any circumstances and are enforced 24 hours per day 7 days a week. This is a fire code violation; addition fines could apply.

7.0 Approval

This policy was approved by the following representative of Kaiser Foundation Health Plan for the NCal region.

Matthew J. Weicht / Regional Parking Services Manager Date:12/9/2021

Signature: *Matthew Weicht*

Benjamin J. Gover /ED, NCal Support Services - NCAL • Date: 05-25-21

Signature: *BD*