

## Chapter Adm 1

### PARKING

Adm 1.01	Police and security officers.
Adm 1.03	Motor vehicle rules.
Adm 1.04	Parking.
Adm 1.05	Allocation of parking spaces.
Adm 1.06	Identification.

Adm 1.07	Subleasing.
Adm 1.08	Payment.
Adm 1.09	Withdrawal of parking.
Adm 1.10	Towing.
Adm 1.12	Penalties.

**Adm 1.01 Police and security officers.** The department of administration shall appoint police and security officers to safeguard all public property under its control. Police and security officers shall have the powers provided in s. 16.84 (2), Stats., and shall be authorized to enforce s. 16.843, Stats., and any rule promulgated under s. 16.843, Stats.

**History:** Cr. Register, December, 1965, No. 120, eff. 1-1-66 am. Register, February, 1970, No. 170, eff. 3-1-70; r. and recr., Register, May, 1982, No. 317, eff. 6-1-82; am. Register, March, 1998, No. 507, eff. 4-1-98.

**Adm 1.03 Motor vehicle rules.** (1) (a) A person who does not hold a valid and current operator's license issued under ch. 343, Stats., may not operate any motor vehicle on any roadway or in any parking area under the control of the department of administration unless the person is exempt from being licensed under the provisions of s. 343.05, Stats.

(b) No person may operate any motor vehicle on any roadway or in any parking area under the control of the department of administration unless the same has been properly registered as provided by ch. 341, Stats., unless the vehicle is exempt from being registered under the provisions of s. 341.05, Stats.

(2) All provisions of ch. 346, Stats., entitled "Rules of the Road" which are applicable to highways as defined in s. 340.01 (22), Stats., are hereby adopted for the regulation of traffic on the roadways and parking areas under the control of the department of administration except as follows:

(a) Provisions of ch. 346, Stats., which are in conflict with any specific provision of these regulations.

(b) Sections 346.61 through 346.655, Stats.

(3) If any provision of this regulation is invalid, or if the application thereof to any person or circumstance is invalid, such invalidity shall not affect other provisions or applications which can be given effect without the invalid provision or application.

**History:** Cr. Register, December, 1965, No. 120, eff. 1-1-66; am. (1) (a), Register, May, 1982, No. 317, eff. 6-1-82; am. (1), (2) (intro.), r. (2) (b), renum. (2) (c) to be (2) (b) and am., Register, March, 1998, No. 507, eff. 4-1-98.

**Adm 1.04 Parking.** (1) Parking on the grounds of the state office buildings and at other state facilities may be regulated by means of official traffic signs, markers or parking meters in the same manner as the stopping, standing or parking of vehicles is regulated pursuant to ss. 349.13 and 349.14, Stats. Failure to comply with requirements of such signs, markers, or parking meters shall constitute a violation of this chapter.

(2) Stopping, standing or parking on the grounds of the state office buildings and at other state facilities is prohibited in those areas where stopping, standing or parking is prohibited by ch. 346, Stats.

**History:** Cr. Register, December, 1965, No. 120, eff. 1-1-66; am., Register, May, 1982, No. 317, eff. 6-1-82.

**Adm 1.05 Allocation of parking spaces.** Except for the capitol and the executive residence, the preceding department

shall allocate available space at every state-owned office building and at other state facilities in the following order of priority:

(1) Accommodation for fire, police, and other emergency vehicles, and for service vehicles. Parking shall be provided in suitable locations for these vehicles.

(2) Accommodation for disabled employees. An employee's disability shall be shown by a statement from a physician, an advanced practice nurse, a physician assistant, a chiropractor or a Christian science practitioner, indicating that the employee is disabled according to those standards established in s. 341.14, Stats. Parking for vehicles with special identification cards for the physically disabled pursuant to s. 343.51, Stats., shall be provided as close as possible to an entrance which can be used by disabled employees. Disabled employees allocated parking under this section shall not be exempted from payment for parking privileges under s. 16.843 (2), Stats.

(3) Accommodation for disabled visitors. Motor vehicles using public parking stalls or spaces designated for individuals with disabilities shall be equipped with license plates issued to or for disabled persons pursuant to s. 341.14, Stats. Parking for vehicles with special identification cards for the physically disabled pursuant to s. 343.51, Stats., shall be provided as close as possible to an entrance which can be used by disabled visitors.

(4) Accommodation for the public that transacts business with tenant departments except at buildings where a public parking facility is available in the immediate vicinity.

(5) Provision for program-related parking. Parking for state-owned and licensed vehicles may be provided. An employee's personal vehicle that is used extensively in the employee's work may be considered program-related.

(6) Personal parking stalls and spaces for employees of tenant agencies as allocated by the department of administration, according to the following priority:

(a) Top management as recommended by the tenant agency and approved by the department of administration.

(b) Carpools and vanpools having at least 2 passengers in addition to the driver. At least 2 individuals in the pool must be employees of the state of Wisconsin.

1. In existing buildings, parking spaces shall be assigned to the employees who first submitted applications.

2. In new buildings, if there are not enough parking stalls for every applicant, then initial assignments shall be made by a random drawing.

(c) Other employees:

1. In existing buildings, parking spaces shall be assigned to the employees who first submitted applications.

2. In new buildings, if there are not enough parking stalls for every applicant, then initial assignments shall be made by a random drawing.

(7) Providing parking in a parking lot near the building or facility even though there may be another parking lot closer to the building or facility shall constitute compliance with any of the priorities established by subs. (4) to (6).

(8) Parking assignment may be issued on a temporary basis and may be withdrawn upon notice to the person requesting the parking assignment.

**History:** Cr. Register, December, 1965, No. 120, eff. 1-1-66 am. (3), Register, February, 1970, No. 170, eff. 3-1-70; renum. (1) (intro.) to be (intro.) and am., renum. (1) (a) to be (1) and am., r. (1) (b), (2) and (3), cr. (2), (3) and (7), renum. (1) (c) to (e) to be (4) to (6) and am., Register, May, 1982, No 317, eff. 5-1-82; correction in (6) made under s. 13.93 (2m) (b) 1., Stats., Register, March, 1993, No. 447; am. (2), (4) and (6) (b) (intro.), cr. (8), Register, March, 1998, No. 507, eff. 4-1-98; CR 21-110: am. (2), (3) Register June 2022 No. 798, eff. 7-1-22.

**Adm 1.06 Identification.** To facilitate the administration of this chapter, the state capitol police shall procure numbered identification tags, window stickers, magnetic cards or other means of identification and shall issue such means of identification to eligible employees who have agreed to pay the established fee. Parking in stalls and spaces without the proper means of identification is prohibited.

**History:** Cr. Register, May, 1982, No. 317, eff. 6-1-82; am. Register, March, 1998, No. 507, eff. 4-1-98.

**Adm 1.07 Subleasing.** Subleasing of parking stalls is prohibited.

**History:** Cr. Register, May, 1982, No. 317, eff. 6-1-82.

**Adm 1.08 Payment.** Employees may be required to pay for parking through payroll deduction.

**History:** Cr. Register, May, 1982, No. 317, eff. 6-1-82.

**Adm 1.09 Withdrawal of parking.** Except for noncompliance with this chapter, non-payment of parking fees, reallocation of agency space, or withdrawal of parking privileges under s. Adm 1.05 (8), the department of administration may not withdraw parking privileges after a parking stall is assigned. The department may reallocate parking spaces of a tenant agency if the number of full-time employees at the tenant agency's facility is reduced.

**History:** Cr. Register, May, 1982, No. 317, eff. 6-1-82; am. Register, March, 1998, No. 507, eff. 4-1-98.

**Adm 1.10 Towing.** Whenever any police officer or security officer finds a motor vehicle in violation of these rules, the officer is authorized to move the vehicle, have a wrecker service tow the vehicle, or to require the operator to remove the vehicle from state property. The operator or owner of the vehicle removed shall pay all charges for moving or towing or any storage involved.

**History:** Cr. Register, May, 1982, No. 317, eff. 6-1-82; am. Register, March, 1998, No. 507, eff. 4-1-98.

**Adm 1.12 Penalties.** The penalties for violating these rules are those set forth in s. 16.843 (2), Stats. The department of administration may also withdraw parking privileges for violation of these rules.

**History:** Cr. Register, December, 1965, No. 120, eff. 1-1-66; am. Register, February, 1970, No. 170, eff. 3-1-70; renum. from Adm 1.06 and am., Register, May, 1982, No. 317, eff. 6-1-82.