

Seattle
Engineering Department

Gary Zarker, Director
Norman B. Rice, Mayor




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CITY OF SEATTLE

ADMINISTRATIVE RULE

DEPARTMENT OF ENGINEERING

SUBJECT: ALLEY CLOSURES		PAGE <u>1</u> OF <u>3</u>
		SUPERSEDES <u>N/A</u>
		PUBLICATION <u>12-22-93</u>
		EFFECTIVE <u>12-21-93</u>
NO. 93-6	APPROVED 	ORDINANCE AUTHORITY SMC-11.16.125

1.0 PURPOSE

To comply with Seattle Municipal Code, Chapter 11.16.125, Ordinance 116871, regarding alley closures

2.0 ORGANIZATIONS AFFECTED

- 2.1 Seattle Engineering Department
- 2.2 Seattle Police Department
- 2.3 Seattle-King County Department of Public Health

3.0 REFERENCES

- 3.1 Seattle Municipal Code, Title 11, Traffic Code
- 3.2 Seattle Municipal Code, Title 15, Street Use Code
- 3.3 Seattle Municipal Code, Title 10, Health and Safety

4.0 RESPONSIBILITY

- 4.1 The Seattle Police Department will prepare a report and recommendation for

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closure of an alley in order to prevent criminal activity occurring in or emanating from the alley and submit it to the Director of Engineering.

- 4.2 The Director of Engineering will review the report and recommendation from the Police Department, and any other related information, and decide to close or not to close the alley.

5.0 PROCEDURE

- 5.1 The Police Department will prepare a report and recommendation for alley closure and submit it to the Director of Engineering. The report should contain the following information.

- 5.1.1 A summary of the documented criminal activity occurring in or emanating from the alley.

- 5.1.2 A summary of the Police Department's actions to try to stop such criminal activity.

- 5.1.3 A summary of the property owners/business owners abutting the alley who have been contacted and their support or concerns about the alley closure.

- 5.2 The Director of Engineering will evaluate the report from the Police Department, and any other related information, and decide to close or not to close the alley. The following should be incorporated in this evaluation.

- 5.2.1 An on site inspection of the alley to determine the impact of closure upon the users of the alley.

- 5.2.2 If there is evidence of possible Health and Safety Code violations during the on site inspection, the Director of Engineering will request an inspection, report and recommendation from the Director of the Seattle-King County Department of Public Health.

- 5.2.3 Posting notice at the entrances to the alley giving 15 days notice of the intent to close the alley and the hours of closure.

- 5.2.4 A good faith effort to contact abutting property owners/business owners, who had not been contacted by the Police Department, to determine their opinion toward closure of the alley.

- 5.2.5 Notify any official board (BIA, Historic Board, etc.) within whose jurisdictional boundaries the alley may lie.
- 5.2.6 The Director of Engineering will make a determination based upon the following considerations listed in priority order.
 - 5.2.6.1 Health and safety problem mitigation as recommended by the Police and Health Departments.
 - 5.2.6.2 Access for emergency personnel and equipment.
 - 5.2.6.3 Access requirements of the abutting property owners and business owners.
 - 5.2.6.4 Access requirements for agents of utilities with facilities in the alley or serving the abutting properties.
 - 5.2.6.5 The general public use of the alley for general transportation uses.
- 5.3 If the Director of Engineering decides to close the alley, the following steps will be taken to implement the closure.
 - 5.3.1 The Director of Engineering will notify the abutting property owners/business owners that the alley will be closed as specified in S.M.C. 11.16.125.
 - 5.3.2 The Director of Engineering will install signs in the alley notifying the public of the hours of the alley closure.
 - 5.3.3 The Police Department may begin enforcement of the closure of the alley once the signs have been installed by the Director of Engineering.

6.0 APPEAL

Any person wishing to appeal the decision of the Director of Engineering, may do so by filing a written appeal with the Street Use Appeals Board, 400 Municipal Building, 600 Fourth Avenue, Seattle, Washington 98104.

STATE OF WASHINGTON)
CITY OF SEATTLE) SS.

GARY ZARKER, Director of Engineering, the City of Seattle, State of Washington, do hereby certify that this is a true and correct copy of Administrative Rule 93-6 as the same now appears on file and of public record in my office and have found it to be true and correct.

IN WITNESS WHEREOF, I have hereunto set my hand this 11th
day of January, 19 94

GARY ZARKER, Director of Engineering

By: Paul A. Bartley

Title: Supervisor, LID Administration