

**CITY OF ALEXANDRIA
TRAFFIC AND PARKING BOARD PUBLIC HEARING
MONDAY, APRIL 25, 2022 7:00 P.M.
IN-PERSON AND VIRTUAL**

The April 25, 2022 meeting of the Traffic and Parking Board is being held in person in the City Council Chambers at 301 King Street, Alexandria, VA and electronically. All the members of the Board and staff are participating either in-person or from remote locations through a Zoom meeting. The meeting can be accessed by the public via Zoom through:

Register in advance for this webinar:

https://zoom.us/webinar/register/WN_47ZqYaEWRoSst-pO7syMjw

Or an H.323/SIP room system:

H.323: 162.255.37.11 (US West) or 162.255.36.11 (US East)

Meeting ID: 934 6955 8234

Passcode: 689648

SIP: 93469558234@zoomcrc.com

Passcode: 689648

After registering, you will receive a confirmation email containing information about joining the webinar.

Public comment will be received at the meeting. The public may submit comments in advance to Alex Block at alex.block@alexandriava.gov no later than 24 hours before the meeting or make public comments through the conference call on the day of the hearing.

For reasonable disability accommodation, contact Jackie Cato at jackie.cato@alexandriava.gov or 703.746.3810, Virginia Relay 711.

**CITY OF ALEXANDRIA
TRAFFIC AND PARKING BOARD PUBLIC HEARING
MONDAY, APRIL 25, 2022 7 P.M.
IN-PERSON AND VIRTUAL**

D O C K E T

1. Election of Officers
2. Announcement of deferrals and withdrawals.
3. Approval of the March 28, 2021 Traffic and Parking Board meeting minutes.
4. **WRITTEN STAFF UPDATES & PUBLIC HEARING FOLLOW-UP**
 - Vision Zero Update
 - Dockless Mobility
5. **PUBLIC DISCUSSION PERIOD**
[This period is restricted to items not listed on the docket]

CONSENT ITEMS

6. **ISSUE:** Creation of Residential Permit Parking District 14 in Potomac Greens
7. **ISSUE:** Consideration of a request to designate a disability parking space at 4415 Raleigh Avenue
8. **ISSUE:** Consideration a request to amend the approved Parklet Requirements for clarity based on feedback from business owners s
9. **ISSUE:** Consideration of a request to remove one on-street parking space on Stevenson Avenue immediately west of the parking lot exit for 6000 Stevenson Avenue

PUBLIC HEARING ITEMS

10. **ISSUE:** Consideration of a request to implement 2 hour parking restrictions for approximately 19 on-street parking spaces along the 400 block of South Pickett Street and Cameron Station Boulevard

INFORMATION ITEMS

11. STAFF UPDATES

- DASH Transit Development Plan – Pitt Street update
- Council Old Town Parking Memorandum

12. COMMISSIONER UPDATES

**CITY OF ALEXANDRIA
TRAFFIC AND PARKING BOARD PUBLIC HEARING
MONDAY, MARCH 28, 2022, 7 P.M.
VIRTUAL MEETING**

MINUTES

BOARD MEMBERS PRESENT: Chairman, William Schuyler, Vice Chair, James Lewis, Jason Osborne, Annie Ebbers, Ann Tucker, Lavonda Bonnard and Casey Kane

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: T&ES - Alex Block, Principal Planner, Ryan Knight, Civil Engineer IV, Cuong Nguyen, Civil Engineer III, Hillary Orr, Deputy Director of Transportation, and Max Devilliers, Urban Planner II.

INTRODUCTIONS AND RECOGNITION OF THE CHAIR: Board members and City staff offered thanks and congratulations to William Schuyler for his last meeting, capping ten years of service on the Traffic and Parking Board.

1. Announcement of deferrals and withdrawals: None.

2. Virtual Meeting Resolution:

BOARD ACTION: Mr. Lewis made a motion, seconded by Ms. Tucker to approve the virtual meeting resolution. The motion carried unanimously.

3. Approval of the February 28, 2022, Traffic and Parking Board meeting minutes:

BOARD ACTION: Mr. Kane made a motion, seconded by Ms. Ebbers to approve the minutes of the February 28, 2022, Traffic and Parking Board meeting. The motion carried unanimously.

4. **WRITTEN STAFF UPDATES:** The Board received written staff updates on the Duke Street Traffic Mitigation Pilot, the Potomac Yard and Potomac Greens Residential Permit Parking Districts, and a status update on Capital Bikeshare expansion. Chair Schuyler thanked staff for an excellent process with the Duke Street pilot; Ms. Hillary Orr noted that the community asked the City to extend the pilot through the end of April due to snow in January.

6. **PUBLIC DISCUSSION PERIOD:** Mary Kate Sparrow spoke about future parking problems on N. Early Street that residents anticipate with the Minnie Howard school construction; Carolyn Griglione of N. Ivanhoe Street requested the City proactively lower speed limits on several streets and that the City treat these streets consistently. Charles Thabet lives on the West End and volunteers as a crossing guard at Taney and Pegram,

and wants to see changes to make the intersection safer. Jennifer Boyle spoke in opposition to any proposed removal of parking on Green Street at Washington Street for a Bikeshare station.

DISCUSSION: Mr. Osborne noted that speeding on Seminary Road remains an issue. Ms. Orr responded that the City has submitted an application for a walk audit with the Metropolitan Washington Council of Governments. Mr. Kane noted many streets need speed reductions, including Braddock, Beauregard, King, as well as the off-ramps from Interstate 395 and others, and hope that the City could move to reduce speed limits across the board. Ms. Tucker asked about school slow zones; Ms. Orr noted that the Board has reviewed them in a batch in the past.

CONSENT ITEMS

7. **ISSUE:** Consideration of a request to designate a disability parking space at 506 Four Mile Road.
8. **ISSUE:** Consideration of a Taxi Fare Surcharge

BOARD ACTION: Mr. Lewis made a motion, seconded by Mr. Osborne to approve items 6 and 7 on the Consent items list. The motion carried unanimously.

PUBLIC HEARING

9. **ISSUE:** Consideration of a request to add 15-Minute Loading Only restrictions for five on-street parking spaces along the south side of the 2400 block of Mandeville Lane

DISCUSSION: Mr. Devilliers presented the item to the Board, noting the application of a childcare center for a Special Use Permit, conditional on approval of on-street loading by the Board. Ms. Tucker expressed frustration with this and similar applications that remove the Board's discretion, and requested that Department of Planning & Zoning be available for such items in the future. Mr. Kane expressed concern that the spaces would be occupied by parkers and other users and not be available for daycare parents. Mr. Schuyler asked about parking revenues and fees; Mr. Block noted that because the loading zone is not for the exclusive use of the daycare business, there are no additional fees. Mr. Lewis echoed Ms. Tucker's frustration, noting that the Board sent a letter to the Planning Commission about this and never received a reply.

PUBLIC TESTIMONY: There were no public speakers on this item.

BOARD ACTION: Mr. Kane made a motion, seconded by Mr. Lewis to approve the request. Ms. Tucker offered a friendly amendment that the signs not be posted until the daycare obtains a certificate of occupancy; the amendment was accepted by both Mr. Kane and Mr. Lewis. The motion carried unanimously.

10. **ISSUE:** Consideration of a request to add four on-street parking spaces on the east side of the 500 block of Mount Vernon Avenue

DISCUSSION: Mr. Devilliers presented the item to the Board, noting the changes in the proposal since the Board saw the same application in February. Chair Schuyler asked if the Board is approving the bike parking, or just the change in car parking; Mr. Block noted that the Board's authority is over car parking spaces, but Staff wanted to provide the full context for the City's plan. Mr. Kane asked to confirm that the in-street scooter corral would also include standard bike parking and bike racks; Mr. Devilliers affirmed that it would.

PUBLIC TESTIMONY: Wayne Patterson suggested the parking be limited only to evenings and night hours, perhaps starting at 5pm. Gaelan Smith lives on the 400 block of Mount Vernon Ave and asked why these spaces were not part of the Residential Permit Parking District. Mr. Block noted that the boundary of the district runs down the middle of the street, and the east side of Mount Vernon Ave is not within the RPP District. Frank Capone asked if metered parking was considered, and if so, why wasn't it adopted here? Mr. Block responded that Staff did consider metered parking, but noted that there aren't any other paid parking areas nearby.

BOARD ACTION: Mr. Kane made a motion, seconded by Ms. Ebbers to approve the request. The motion carried unanimously.

END OF PUBLIC HEARING

BOARD ACTION: Mr. Lewis moved to close the public hearing, seconded by Ms. Ebbers. The motion carried unanimously.

INFORMATION ITEMS

13. **STAFF UPDATES:** Mr. Block provided the Board with an update on meeting schedules, noting that the City Attorney has determined that Boards and Commissions must resume meeting in-person starting April 1, 2022. The Board expressed concern about the loss of public access if the virtual meeting option is lost: Ms. Tucker asked if the Board can be a priority, noting the importance behind the Planning Commission and City Council. Ms. Ebbers wanted to keep the option for access to the general public. Ms. Bonnard expressed support for a hybrid meeting option. Mr. Kane also supported a hybrid option, and asked if the only hold-up is a lack of resources. Mr. Schuyler also supported a hybrid option and noted that the Board did not object to appearing in person with a quorum of members, but wanted to preserve flexibility and ensure the public can easily participate in these meetings. Mr. Schuyler indicated his intent to send a letter to the City Manager outlining these concerns from the Board.

Mr. Block asked about the start time for the April 25 meeting; the Board indicated a 7pm start would be their preference.

14. **COMMISSIONER UPDATES:** Mr. Kane updated the Board on the Transportation Commission meetings in March, which included a presentation on the City's Vision Zero Action Plan update. Mr. Kane suggested that a similar presentation would be useful for the Board. Mr. Kane also noted that he will serve as the Transportation Commission's representative on the Duke Street in Motion advisory panel.

City of Alexandria, Virginia

Traffic and Parking Board

DATE: March 28, 2022

DOCKET ITEM: 4

ISSUE: Written Staff Updates & Public Hearing Follow-up

Vision Zero Updates

Each year, staff produces an annual report for Vision Zero to document progress made towards improving traffic safety citywide. The [Vision Zero Annual Report for 2021](#) is now available on the [Vision Zero webpage](#).

Additionally, staff have performed an updated citywide crash analysis to assess the latest crash trends in Alexandria. This report is also available on the [Vision Zero webpage](#). Staff presented the key findings from this report to the Transportation Commission at its March meeting. The [recorded presentation](#) is available on the [Transportation Commission webpage](#) and can be viewed beginning at minute 31:55.

Lastly, staff have produced a [Vision Zero Work Plan for Fiscal Year 2023](#), which is also available on the Vision Zero webpage. This plan identifies key actions for the coming fiscal year related to engineering, enforcement, education, encouragement, and evaluation. Of note, Vision Zero activities are being shifted to a fiscal year cycle as opposed to a calendar year cycle, so the next annual report will be produced in summer 2023, after the fiscal year close.

Dockless Mobility

In November 2021, the City Council approved a permanent Dockless Mobility program. [Docket materials from the meeting can be found here](#). City Code now states that the City Manager can set an overall cap on the number of scooters and e-bikes that can be permitted to companies through the micromobility program. The cap has been set at 1,200 scooters and 800 e-bikes. This cap on devices can be modified in the future as needed.

To allow for staff time to coordinate the permanent program, the Phase 2 Pilot was extended to spring 2022. The four companies (Lime, Bird, Link, and Helbiz) that operated in the City in the Phase 2 Pilot in 2021 applied for permits to operate scooters in the permanent program. Three of the companies (Lime, Bird, and Helbiz) also applied for permits to operate e-bikes. The permit term will be for one year, beginning April 2022.

City of Alexandria, Virginia

Traffic and Parking Board

DATE: April 25, 2022

DOCKET ITEM: 6

ISSUE: Creation of Residential Permit Parking District 14 in Potomac Greens

REQUESTED BY: Transportation and Environmental Services (T&ES) staff

LOCATION: Potomac Greens

STAFF RECOMMENDATION: That the Board recommend the City Council approve the creation of Residential Permit Parking (RPP) District 14 in the Potomac Greens neighborhood.

BACKGROUND: In 2019, the City Council adopted the RPP Refresh project, updating the City Code for residential permit parking. This Code update included language that allows for staff, under specific conditions, to initiate the process for new RPP districts via a resident ballot.

Per updated Code Section 5-8-73(b), the City must receive responses from occupants of more 50% of the residences in the proposed new district and at least 60% of the responses must support the new district to continue with the process. If those criteria are met, the new district will be considered by Traffic and Parking Board and City Council for approval.

Residents of Potomac Greens expressed interest in being part of a RPP District due to the pending completion of the Potomac Yard Metro station. Staff worked with the Potomac Greens Homeowners Association to develop a proposed boundary for a new RPP district, shown in Attachment 1. The intent of this proposed RPP District is to mitigate the impact of commuter parking in the neighborhood that may arise due to its proximity to the future Potomac Yard Metro Station, which is anticipated to open in fall 2022.

DISCUSSION: Staff mailed ballots to all residential addresses in the proposed new RPP District area on February 15, 2022. The ballot provided information on the Residential Permit Program and requested residents respond if they supported the creation of a new district to include their address. A sample ballot letter is provided in Attachment 2. Staff requested ballots be returned by March 28, 2022, either via mail, scan and email, or through an online form using a password-protected SurveyMonkey. Each address was also assigned a unique PIN through their ballot to ensure only those who received a ballot could vote and only one vote per household.

The responses received met the Code requirements for creating a new district. Staff received 155 responses from a total of 227 ballot letters sent, for a 68% response rate, exceeding the required

50% response threshold. Of these, 95% indicated they support the creation of the new district, exceeding the 60% required support threshold to proceed.

OUTREACH: In addition to mailing ballots to all residential properties in the proposed district area, staff worked closely with members of the Potomac Greens HOA and the Board President of the Homeowners Association to provide updates to the community on the ballot. Staff also attended an HOA meeting on February 24, 2022, to answer residents' questions regarding the ballot and RPP districts generally.

NEXT STEPS: The ballot asked residents to indicate if they support the creation of a new district, however, it did not specify that specific blocks be posted with signage. No signage will be posted at this time.

Of those voting to create the RPP district, 88% indicated they support the creation of standard parking restrictions (2-Hour Parking 8AM-11PM, Mon-Sat, Permit Holders Exempt) for the entire RPP District, while 10% indicated they support allowing individual blocks of the RPP District to petition the City for customized parking regulations, knowing that each of these petitions will have to go to public hearing with the Traffic and Parking Board.

Staff recommend that, if occupants of more than 50% of the residential properties that abut the block either submit a petition by September 2022 indicating support for signing the block with the standard restrictions, or if 50% of the occupants voted in favor of standard restrictions on the ballot, then the block be posted as soon as possible with the District-supported RPP restrictions without requiring additional consideration by the Traffic and Parking Board. Staff recommend that the typical petition process and consideration by the Traffic and Parking Board be required for posting RPP signage on blocks requesting it after September 2022.

Attachment 1:
Proposed District Boundary



FIGURE 1: Proposed Potomac Greens Residential Permit Parking District Boundary

Attachment 2:
Sample Ballot Letter



**DEPARTMENT OF TRANSPORTATION
AND ENVIRONMENTAL SERVICES**

Mobility Services Division | 421 King Street, Suite 235 | Alexandria, Virginia 22314

RESIDENT
709 BRACEY LA
ALEXANDRIA, VA 22314

Dear Resident,

The Residential Permit Parking Program aims to make parking more accessible for residents in areas with significant commuter or visitor parking. The program limits on-street parking in defined residential districts to two or three hours unless a vehicle has a residential parking permit.

The City is proposing a new Residential Permit Parking (RPP) District for the Potomac Greens neighborhood through a resident ballot process. The proposed district boundary is shown in Figure 1 on the second page of this letter. Please indicate if your household supports or opposes the creation of this new RPP District using the ballot information on the third page of this letter by **March 28, 2022**. Additional information regarding Residential Permit Parking is available below.

Residents of Potomac Greens have expressed interest in being part of a RPP District in the past but have not been able to meet the criteria for a district defined in City Code. An RPP District could help mitigate commuter parking issues that may arise from the proximity to the future Potomac Yard Metro Station. In December 2019, Alexandria City Council approved amendments to the City Code that allow city staff to initiate the process for new RPP districts through a resident ballot process. Per updated Code Section 5-8-73(b), the City must receive responses from occupants of more than 50% of the residences in the proposed new district and at least 60% of the responses must be in support of the new district. If those criteria are met, the new district will be considered by Traffic and Parking Board and City Council for approval.

If an RPP District is approved, the residents of a block can petition the City to add parking restrictions to their block. Residents will be able to choose either the standard parking restrictions for the District or customized ones. If an RPP District is approved, residents will be required to purchase RPP permits from the City by the time signs are posted to be able to park on the street beyond the posted time limits. At this time, the cost to purchase a permit is \$40 for the first vehicle, \$50 for the second, and \$150 for additional vehicles.

More information about the Residential Permit Parking program is available at alexandriava.gov/Parking. If you have any questions or concerns about this implementation, please contact Max Devilliers, Urban Planner with the Department of Transportation and Environmental Services, at max.devilliers@alexandriava.gov or 703-746-4245.

Thank you,
Transportation and Environmental Services
City of Alexandria

**POTOMAC GREENS RESIDENTIAL PERMIT PARKING DISTRICT
RESIDENT BALLOT**

Please provide the information below and indicate if your household supports or opposes the creation of a new Residential Permit Parking District for Potomac Greens. Please return ballot by **March 28, 2022**.

To return your ballot online rather than returning this paper ballot, please complete the form available at:

Website: <https://www.research.net/r/PG-RPP> (or scan QR Code)
Survey Password: PGResident2022
Address PIN (unique to your address): 3031



Please return only one response per household *either* by paper ballot or online.

709 BRACEY LA
ALEXANDRIA, VA 22314

NAME _____

EMAIL _____

PHONE _____

1. Please check one:

- I support the creation of a new Residential Permit Parking District** for Potomac Greens encompassing the area shown in Figure 1.

I understand that if a district is created to include our blocks and signs are posted to restrict parking for non-residents of the district, residents will be required to pay an annual fee for resident parking stickers for each vehicle to be parked on the street and that we will also need to obtain guest passes to allow guests to park on the street beyond restriction time limits.

- I oppose the creation of a new Residential Permit Parking District** for Potomac Greens encompassing the area shown in Figure 1.

2. If you support Question 1, please check one of the following parking restriction options:

- I support the creation of standard parking restrictions (2-Hour Parking 8AM-11PM, Mon-Sat, Permit Holders Exempt) for the entire Potomac Greens Residential Permit Parking District.**
- I support allowing individual blocks of the Potomac Greens Residential Permit Parking District to petition the City for customized parking regulations**, knowing that each of these petitions will have to go to public hearing with the Traffic and Parking Board.

SIGNATURE _____ DATE _____

By signing this letter, you are confirming that you are a resident of the address provided above.

<p>Return completed ballot by March 28, 2022 to: Mail: Department of Transportation and Environmental Services Mobility Services Division – Parking Planner 421 King Street, Suite 235 Alexandria, VA 22314</p>	<p>Email: max.devilliers@alexandriava.gov Phone: (703) 746-4245</p>
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FIGURE 1: Proposed Potomac Greens Residential Permit Parking District Boundary

Frequently Asked Questions

Can owners of rental properties sign the petition?

Only persons residing at the property can sign the petition. If an owner of property included in a petition does not live at the property, he is not eligible to sign the petition. Renters of the property are eligible to sign the petition.

Can multiple occupants sign the petition to meet the signature requirement?

Only one signature per residential property will be counted towards the signature requirement.

Who is eligible to obtain parking permits?

Only persons who maintain their residence within the boundaries of a permit parking district are eligible to obtain parking permits.

Is there a charge for a residential permit parking permit?

Yes. The fee for the residential parking permit is \$40 for the first vehicle, \$50 for the second vehicle, and \$150 for each additional vehicle. Guest permits are available for up to 7 days at no cost and visitor permits are available for up to 30 days for \$5.

Will there be RPP restrictions posted on all streets within the proposed RPP boundary?

No. There can be blocks within an RPP district where residents are eligible for permits, but RPP restrictions are not posted on the block. Staff will work with residents to determine if any blocks will be posted with RPP restrictions as part of the creation of the district, or if the restrictions will be added on a block by block basis using the petition process outlined in City Code.

When does the Traffic and Parking Board meet?

The Board typically meets once a month on the 4th Monday of the month. For more details about the Board's schedule and meeting agendas, please visit www.alexandriava.gov/trafficparkingboard.

For more information about the Residential Permit Parking Program visit alexandriava.gov/Parking.

City of Alexandria, Virginia

Traffic and Parking Board

DATE: April 25, 2022

DOCKET ITEM: 7

ISSUE: Consideration of a request to designate a disability parking space at 4415 Raleigh Avenue

REQUESTED BY: Ismail Mohamed, resident of 4415 Raleigh Avenue.

LOCATION: 4415 Raleigh Avenue

STAFF RECOMMENDATION: That the Board makes a recommendation to the Director of T&ES to designate a disability parking space at 4415 Raleigh Ave.

DISCUSSION: Mr. Mohamed submitted a request (Attachment 1) for a disability parking space at 4415 Raleigh Avenue through the administrative process covered under section 5-8-117 of the city code. Based on the application, Mr. Mohamed meets the requirements in section 5-8-117 for a disability parking space. However, this section of the City's code does not apply to multi-family residential areas, so this request is being presented to the Traffic and Parking Board for consideration. The proposed disability parking space is approximately 200 feet away from his home. The requested street parking space can be seen in Attachments 2 and 3.

Attachment 1:
Application

**CITY OF ALEXANDRIA
TRANSPORTATION & ENVIRONMENTAL SERVICES
STAFF REVIEW OF A DISABILITY PARKING SPACE APPLICATION**

Applicant Name: Ismail Mohamed
Address: 4415 Raleigh Ave. Apt. 203
Date Application Received: 3/29/22

Application Requirements per City Code 5-8-117:

(Field Staff – check appropriate box for #1, #5, and #7)
(Office Staff – check appropriate box for #2, #3, #4 and #6)

1. Off-street parking exists at this location: Yes; No
2. Applicant has a valid Virginia DMV disabled parking license plate or placard: Yes; No
3. Applicant resides at the address in front of which the space is requested: Yes; No
4. Applicant's vehicle is registered to the requested address: Yes; No
5. Legal parking is available in front of the applicant's address: Yes; No
6. Medical certification received: Yes; No
7. Disability parking space already exists on this block face: Yes; No

Applicant Is Applying For A Waiver (If Yes, Check Waiver Type) Yes; No:

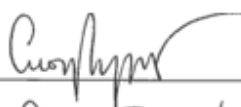
- Block Face Limit
- Legal Parking Space Not Available on Applicant's Side of the Street

Please provide the TES office with the following information by: _____ (Date)

1. Picture of the applicant's residence showing the location of the requested disability parking space.
2. A picture of any existing (or previously existing) off-street parking space located on the property of the applicant.
3. A picture and a notation on the attached aerial photograph showing the exact location of any existing on-street parking space **on the same side of the block** as the disability space requested in the application.
4. Pictures and notations on the attached aerial photograph associated with the request(s) for a waiver.

Field Staff Recommendation:

- Recommend approval because all requirements are met.
- Recommend denial for requirements that are not met, as indicated in Application Requirements shown above.

Signature: 
Print: Cuong T. Nguyen
Date: 4/7/2022

Attachment 2:
Street view



Attachment 3:
Aerial View



City of Alexandria, Virginia

Traffic and Parking Board

DATE: April 25, 2022

DOCKET ITEM: 8

ISSUE: Consideration a request to amend the approved Parklet Requirements for clarity based on feedback from business owners

REQUESTED BY: T&ES Staff

LOCATION: Citywide

STAFF RECOMMENDATION: That the Board approve the edits to the approved Parklet Requirements.

BACKGROUND: The City Council approved a permanent parklet program at their October 16, 2021, meeting which allows for both public and commercial parklets. Parklets are authorized as permitted encroachments into public space. Per the City Code Section 5-2-29(j), parklets must comply with the City's Parklet Requirements, approved by the Traffic and Parking Board in November 2021. This document includes details about:

- Location requirements
- Design requirements
- Maintenance requirements
- Insurance requirements
- Required outreach and approvals process
- Fees

The City Council adopted parklet fees in March 2022. Fee information will be included in the updated document, but is not shown here.

DISCUSSION: Since February 23, 2021, City staff have met with 22 businesses in person to help them better understand the Parklet Requirements (Attachment 1), walk them through the eventual process for obtaining a parklet permit, and answer any other questions they may have. Location-specific challenges and confusion about the wording within the Parklet Requirements led to frequently asked questions that could be easily addressed with a few simple edits to the Parklet Requirements as written.

These amendments include:

- Specific language about key dimensions and physical requirements
- Clarifications about the required roles and responsibilities of each party
- Updated citations to other City policies and documents
- Updated guidance from other City agencies about Code compliance

Amending the Parklet Requirements will help business owners better understand what is required of them to obtain a parklet permit and will likely encourage more business owners to invest in commercial and/or public parklets if the process is less confusing as a result of these changes.

No substantive changes to the Parklet Requirements are proposed at this time. Staff are collecting feedback from applicants throughout the application process and will report back to the Board at regular intervals.

OUTREACH: This request and the edits to the Parklet Requirements resulted from numerous meetings with business owners and the press that involved many of the same questions, followed by the intent from City staff to clarify the Parklet Requirements to reduce confusion moving forward. To answer certain questions, Mobility Services reached out to City staff within Planning & Zoning, Police, Fire, Code Administration, and Stormwater Management. Public notice has not been provided for this request.

Attachment 1:

Tracked changes made to the Parklet Requirements; Additions are underlined, deletions are ~~struckthrough~~.



City of Alexandria

Parklet Requirements

Approved by the Traffic & Parking Board on November 15, 2021

Overview

Parklets are an extension of the sidewalk into the parking lane to be used for open space, public seating, or extra space associated with a business, such as a restaurant or a retail establishment. As referenced in Section 5-2-29 of the City Code, parklets are permitted encroachments within the public right of way, subject to compliance with these Parklet Requirements approved by the Traffic and Parking Board.

In general, parklets typically occupy ~~1-2~~ 1 to 2 parking spaces. More than 2 spaces may be considered on a case-by-case basis with written support from adjacent property owners and businesses, and written justification from the applicant outlining the need for a larger parklet. For these purposes, a parking space is ~~20'~~ 20 feet long by ~~7-8'~~ 7 to 8 feet wide, but in no case shall it extend into a vehicular or bicycle travel lane, or into a designated emergency vehicle easement.

Parklets may be used for a private commercial use if the applicant complies with the requirements of the Zoning Ordinance (specifically Section 7-1500). Otherwise, parklets shall be considered public spaces and open to the public at all times.

Parklets shall be permitted through the process established in these requirements and may be approved for up to one year. Permits may be renewed, subject to continued compliance with the Parklet Requirements and payment of permit fees.

Parklets on streets closed to vehicular traffic are reviewed under these requirements. Closing a street to vehicular traffic requires specific planning and action from the City Council. Specific parklet requirements may not apply on closed streets, or a different standard may apply. These requirements are noted in italics.

Public Parklets: The parklet requirements also apply to short-term parklets (parklets in place for less than 7 days). Specific design requirements may not apply for short-term parklets and are noted in the Design Requirements section. This will accommodate short events without requiring a full build-out of a parklet.

The Traffic and Parking Board has reviewed these requirements and approved them on November 15, 2021. The City will review these requirements at least every two years, and report back on the program to the Board. Any changes to these requirements will be considered at a public hearing before the Board.

The Traffic and Parking Board is charged with considering substantial changes to traffic and on-street parking regulations (City Code 5-8-2). The Board's authority is focused on changes to on-street parking generally, including the location and number of parklets, as well as impacts on other parking nearby.

These requirements have also been coordinated with internal City departments including Fire, T&ES, Police, Planning and Zoning, and Code Administration to ensure coordination and compliance with relevant codes and requirements.

Parklet Locations

Parklets considered under these requirements are permitted in the public right-of-way and subject to the following:

Parklets are NOT permitted:

- In dedicated bus lanes (against the curb) or bus stop areas (minimum 50² feet of curb space before the nearest bus stop)
- In dedicated bike lanes
- In Emergency Vehicles Easements
- Where rush hour regulations exist (e.g., Washington Street)
- Within 20 feet of an intersection, unless specific factors related to the surrounding location and design justify approval by the director of T&ES
- Within 10 feet of a curb cut to a driveway, parking lot/garage, or alley, unless approved by the director of T&ES
- Within 20 feet of a storm inlet (also known as a storm drain)
- On street curves or hills where horizontal or vertical sight distance is an issue
- Within 15 feet of a fire hydrant
- To obstruct or cover up access to underground public infrastructure or utility such as a manhole, with a semi-permanent structure such as a parklet desk-platform or planter
- On a street with posted street sweeping restrictions
- On streets with a speed limit of more than 25 mph or with high vehicular traffic volumes (e.g., Patrick and Henry Streets)
- To replace a loading zone, handicap parking, or otherwise designated curbspace unless the space and restrictions are reviewed by the Traffic and Parking Board pursuant to Section 5-8-3(f) and recommended to be changed
- To obstruct existing or planned Capital Bikeshare stations or bike and scooter corrals

Parklets located on streets on the City's Planned Paving List within the upcoming year will be conditionally approved with a requirement that the parklet host must remove the parklet within 30 days of notice by the City. The City reserves the right to require removal with a shorter notice if emergency conditions warrant removal.

Applicants *may* host a parklet that is on the City's sidewalk improvement plan within the upcoming year, with the understanding that the parklet may be required to close for a short period during sidewalk improvements. In some cases, the parklet may need to be removed completely, and then can be reinstalled. City staff can provide more information on a case-by-case basis.

Each parklet location will be reviewed for potential impacts to fire access. Specific locations may not be approved or design adjustments may be required if the City determines the parklet will obstruct the required turning radius for emergency vehicles and access to FDCs.

Design Requirements

Parklets must meet the following design requirements. Exceptions for parklets on streets that are permanently closed and temporary parklets are noted in italics.

Buffer: Maintain a 4-foot buffer from other parking spaces and a ~~1-2~~ 1- to 2-foot buffer between the parklet and the travel lane (the wider buffer will be required on streets with transit and other locations deemed necessary). The City will provide and install two wheel stops and two flexible posts at minimum ~~(City to provide and install)~~. Wheel stops can be bolted into the asphalt if requested but must be 4 feet from the platform's edge on either end of the parklet to do so.

- *The buffer is not required for parklets on streets that are permanently closed.*

Edge Barrier: Provide a continuous ~~3-4~~ 3- to 4-foot-high railing/barrier (measured from the platform) along all sides of the parklet except the side facing the sidewalk to separate parklet users from vehicle traffic. This may include planters, railings, fences, or ~~traffie~~ other barricades. Refer to the City of Alexandria's Outdoor Dining Design Guidelines for additional barrier design requirements. The barrier may not be within the required buffer and may not extend into an emergency vehicle easement. The Director of T&ES reserves the right to require additional barriers if determined necessary for specific locations. Where edge barriers obstruct access or egress to the main building entrance or direct access from the street to a Fire Department Connection, the edge barrier **must be easily removable by one person**.

- *A continuous edge barrier is not required on closed streets. However, other design or licensing criteria may require a barrier, depending on the use of the parklet (e.g., ABC regulations may require a fence around areas where alcohol will be consumed.) In such case, the edge barrier must meet the requirements stated above.*

Accessibility: Conform to ADA standards and requirements and the Uniform Statewide Building Code.

Platform Surface: The top of the parklet must be flush with the curb to provide and seamless connection with no more than a ~~1/2"~~ 0.5-inch gap.

- Short-term temporary parklets are encouraged, but not required to be flush with the curb.

Drainage: The parklet should not inhibit the drainage of stormwater runoff. Small channels between the base and the platform must be provided, particularly along the curb, to facilitate drainage. A minimum of ~~2"~~ inches of vertical clearance between the pavement/gutter and the bottom of the parklet shall be provided for a minimum of 2 feet from the curb. Additional clearance may be required depending on curb height.

- *Short-term temporary parklets that do not construct a platform and are set up on existing pavement must ensure any barriers or furnishings are outside of the gutter to allow water and debris to flow freely.*

Visibility: Parklet should have vertical elements that make them visible to traffic. ~~Four-inch 4-inch~~-wide orange and white retroreflective stripes shall be mounted to the outside of the railing/barrier facing oncoming traffic. The structure of the parklet should not greatly obstruct visibility between the sidewalk and the roadway.

- *This requirement may not be required for parklets on streets that are permanently closed.*

Emergency Access: The parklet shall allow for visible and clear access to all building fire department connections (FDCs) and shall not cause any obstruction or interference with the path of egress from the building. The design of the parklet shall ensure a minimum 5-foot-wide continuous and unobstructed sidewalk clearance is maintained.

Materials: The parklet shall be assembled with sustainable and durable weatherproof materials and contain walking/rolling surfaces that are firm, stable, and slip-resistant. Materials must comply with specific design standards established in the City of Alexandria's Outdoor Dining Design Guidelines ~~by Planning and Zoning~~.

Landscaping: Landscaping and greenery are strongly encouraged as part of any parklet design. Applicants should consider how plants will do in specific locations and weather conditions. Watering and maintenance of any landscape are the responsibilities of the host. Landscape container or planter design and size are subject to design standards established in the City of Alexandria's Outdoor Dining Design Guidelines ~~by Planning and Zoning~~ and cannot be bolted to the parklet platform or street/sidewalk. Landscaping design shall not create a continuous barrier that causes an obstruction to Fire Department access.

Lighting: Low-impact lighting may be a part of the parklet design, ~~subject to the design standards established by Planning and Zoning~~. Lighting should be self-sustaining (battery- or solar-operated). Extension cords are not permitted. Lighting affixed to poles higher than the 4-foot-high railing/barrier may require additional review.

Generators or fuel-fired appliances: These items are subject to a building permit review and fire prevention permit review by the Department of Code Administration and Fire Department prior to installation.

Electric heaters: Depending on the type or proposed location, these may require additional review by the Department of Code Administration and Fire Department. Fans and heaters affixed to poles higher than the 4-foot-high railing/barrier may require additional review.

Awnings and other overhead coverings: No overhead coverings, including temporary tents (permanent or temporary), are permitted in the design for the parklet except for umbrellas, subject to design standards established in the City of Alexandria's Outdoor Dining Design Guidelines ~~by Planning and Zoning~~. Umbrellas must be cranked down and secured with a bungee cord at close of business everyday and in anticipation of storms/high winds.

Signage: ~~For public parklets, signage must be installed in the parklet indicating it is open to the public.~~ For commercial parklets, no signage is permitted ~~advertising of the business is permitted.~~ ~~A frame signs are not allowed.~~

- *For public parklets, signage must be installed in the parklet indicating it is open to the public.*

Removal: Parklets should ~~be designed to~~ be able to be disassembled within 24 hours in the case of an emergency request by the City or a utility company, if necessary, for emergencies.

Removal of the parklet is the responsibility of the applicant, as is the disposal or storage of the parklet once removed after removal.

Tables and chairs: For commercial parklets, refer to the City of Alexandria [Outdoor Dining Design Guidelines](#) for permissible tables and chairs.

Maintenance Requirements

Parklet hosts are required to sign maintenance agreements with the City that outline maintenance responsibilities.

Parklet subsurface and surface elements shall be kept clean and in a state of good repair at all times. This includes, but is not limited to, the following:

- Sweep the parklet surface and the area surrounding the parklet
- Water and maintain the parklet's vegetation
- Clean the parklet platform, seating, and other parklet elements
- Remove any debris, litter, grime, or graffiti from the parklet surface and around ~~and~~ under the parklet
- Clean ~~beneath the parklet~~ out the gutter area prior to and after storms to ensure gutters are unobstructed
- Replace any failing parklet elements or components
- Provide pest control as necessary

Drainage function of the gutter pan area (the two feet of roadway along the curb) shall be maintained at all times. Violations of this requirement will result in the termination of a parklet permit and removal by the host will be required.

Leaf removal and snow removal in and surrounding the parklet, including the sidewalk, is the responsibility of the parklet host.

~~During storm and snow events, the applicant is encouraged to remove the parklet to prevent damage.~~ The City is not responsible for any damage to the parklet resulting from storm recovery or snow removal operations.

Parklets are subject to temporary removal from time to time for City purposes including, but not limited to, streetscape or other public improvements in the area, public utility repair and replacement, and public safety reasons. The temporary removal will be at the applicant's expense. Except in emergency situations, the City will provide 30 days of notice to remove ~~at~~ the parklet. Emergency access may be required with shorter notice depending upon specific circumstances.

Upon permanent removal of the parklet, either at the City's direction or expiration of the parklet permit, the applicant shall restore the area to its original condition, or a condition approved by the City.

Insurance Requirements

Commercial general liability insurance is required for the duration of the parklet permit. Parklet hosts shall maintain the types of coverages and minimum limits indicated below, unless the City Risk Manager approves a lower amount, in his sole discretion. The required minimum limits may be met by any combination of primary and excess or umbrella policies:

- Commercial General liability Insurance. \$1,000,000 each occurrence with \$2,000,000 general aggregate covering all premises and operations and including bodily injury, property damage, personal injury, completed operations, contractual liability, independent contractors, and products liability.
- Automobile Liability. \$1,000,000 combined single-limit per accident for bodily injury and property damage.
- Workers' Compensation and Employer's Liability. Virginia Statutory Workers' Compensation coverage including Virginia benefits and employer's liability with limits of \$500,000.

The applicant must also cover the City of Alexandria as "primary and non-contributory" additionally insured.

The City of Alexandria should be given at least 30 days advance notice of cancellation of any of the required insurances. Failure to maintain the required insurance coverage shall be deemed a default for purposes of the permit. The City shall have the right, but not the obligation, to remove the parklet at the Permittee's expense and/or to purchase such insurance at the Permittee's expense.

Application Process

Step 1: Pre-Submittal Meeting

- Contact [Max Devilliers \(max.devilliers@alexandriava.gov\)](mailto:max.devilliers@alexandriava.gov) in T&ES – Mobility Services to discuss proposed location and design concept

Step 2: Outreach

- Required approvals:
 - If the applicant is not the owner of the building ~~in front of that~~ the parklet is in front of, the property owner must approve the location of the parklet. If the applicant owns the property, indicate so in the application.
 - ~~If the parklet is at all located in front of any properties not occupied by the applicant, letters of support from the businesses, residents, and/or property owners of said building(s) are required. If the proposed parklet would be located in parking spaces other than those fronting the applicant's space, letters of support from the businesses, residents, and property owners are required.~~
- Notification:
 - The parklet host must provide notice to all businesses, neighborhood organizations, and residents on the block where they are applying to host a parklet.
 - Notification should include (at minimum) a basic design concept, the number of parking spaces or length of curbspace the parklet will occupy, and the applicant's contact information.
 - Applicants must provide the City with a list of the addresses notified and an example notice (City to provide notice template).
- City Notice:
 - The City will post a sign for 14 days at the proposed parklet location indicating a parklet is under consideration and inviting public comment. Notice will also be provided online and through the City's eNews.
 - If no concerns are received, the parklet will be approved administratively by staff, subject to these Parklet Requirements, without a public hearing before the Traffic and Parking Board.
 - If concerns are received, the City will coordinate with the applicant and may require review by the Traffic and Parking Board at a public hearing.
 - If a proposed parklet is located on a block with three or more existing parklets, the application will be reviewed by the Traffic and Parking Board.

Step 3: Submit Documents into APEX

- An application for a parklet shall be submitted to the T&ES Permit Office/APEX and must include:
- ~~Application requirements:~~
 - Site plan showing the location of the parklet

- Must be to scale with all dimensions provided and existing conditions noted
- Example site plan
- Construction plans showing the design of parklet and how it will be constructed (Maintenance of Traffic (MOT) plans)
 - Depending on design, the plan may need to be sealed by a Professional Architect or Professional Engineer licensed in the Commonwealth of Virginia
 - Depending on design, a building permit may be required
- Proof of outreach and notice as required in Step 2
- Certificate of Insurance
- Maintenance Agreement
- Commercial Use Details (Supplemental Application)
 - Only applicable for commercial parklets
- ~~○ Commercial use details—supplemental application (only applicable for businesses using the parklet)~~

NOTE: Reviewing departments will include specific conditions of approval for the permit. The application will be reviewed by the following departments:

- T&ES – Mobility Services
- T&ES – DROW
- T&ES – Operations
- Fire
- Code Administration
- Planning and Zoning

~~• Review departments will include specific conditions of approval on for the permit.~~

Step 4: Approval and Installation

- After all reviewers have approved, the T&ES Permit Office will issue the permit after all fees have been paid and the maintenance agreement is signed by all parties.
- Once the applicant installs the parklet, the applicant must call the City for an inspection.
~~The applicant installs the parklet and calls for an inspection.~~
 - T&ES C&I will inspect the parklets to ensure it is consistent with the location approved in the permit and that appropriate buffers and safety features (wheel stops, reflectors, etc.) are installed.
 - The P&Z Zoning Inspector will inspect for the commercial use aspect in the King Street Outdoor Dining area. Zoning Inspectors will review specific complaints related to the commercial use and materials in P&Z design standards for all parklets.
 - The Fire Department shall inspect the parklets to ensure it does not impede egress from buildings and there is adequate fire access to all hydrants and FDCs.

- Code Administration may require an inspection of the parklet if determined during the review process.

Step 5: Annual Renewal

- The City will send a reminder about permit renewals 30 days prior to the permit expiring. The reminder will note that, if the permit is not renewed, the parklet must be removed by the date the permit expires.
- Permits will be approved through September 30th ~~March 31st~~ and can be renewed annually. If there are no changes to the design and location, the permit will be renewed upon payment of fees and submission of updated documents (insurance, maintenance agreement, etc.).
 - Note: Locations will be reviewed for potential impact from proposed paving in the next year and will be conditioned accordingly if the parklet will need to be removed.

Permit Fees —~~TBD~~

Fees for parklets ~~will be~~ were set by Resolution of the City Council on March 12, 2022. This document will be updated to reflect ~~any~~ the final decision that Council ~~action on~~ determines for parklet fees amounts.

City of Alexandria, Virginia

Traffic and Parking Board

DATE: April 25, 2022

DOCKET ITEM: 9

ISSUE: Consideration of a request to remove one on-street parking space on Stevenson Avenue immediately west of the parking lot exit for 6000 Stevenson Avenue

REQUESTED BY: Melvin Williams, 6000 Stevenson Avenue

LOCATION: 6000 Stevenson Avenue

STAFF RECOMMENDATION: That the Board recommend the Director of T&ES remove one on-street parking space on Stevenson Avenue immediately west of the parking lot exit for 6000 Stevenson Avenue.

BACKGROUND: On March 7, 2022, Melvin Williams, a business owner occupying an office space within 6000 Stevenson Avenue (Attachment 1), submitted a request (Attachment 2) for the removal of two to three on-street parking spaces on Stevenson Avenue immediately west of the building's parking lot exit due to obstructed driver sightlines.

Eastbound traffic on Stevenson Avenue climbs a hill, which tends to encourage driver acceleration coming up the hill and approaching the intersection. There is an existing bike lane that shifts auto traffic closer to the centerline of Stevenson Avenue. The street has high traffic volumes but no recorded crashes at that particular location.

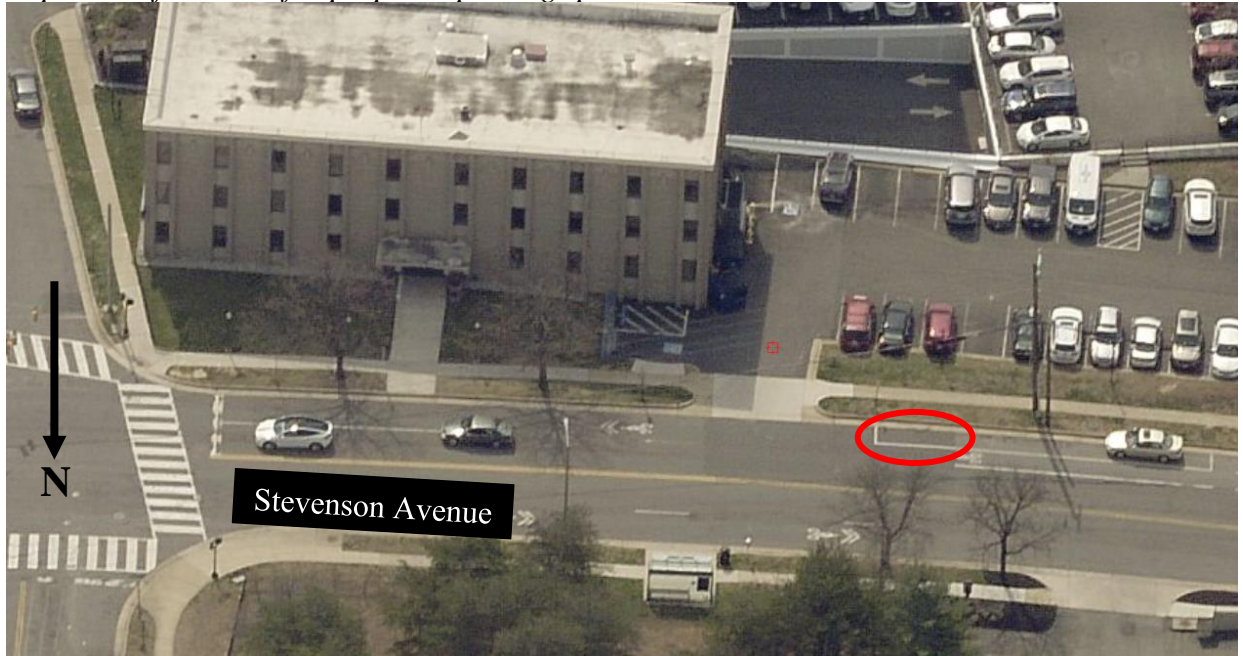
DISCUSSION: On April 7, 2022, the City's Traffic Engineering analyzed sightlines for vehicles exiting the parking lot and found that sightlines were obstructed particularly by the parking space nearest to the parking lot exit. Based on this analysis, staff recommend removing the requested parking space on Stevenson Avenue.

Removing one on-street parking space to improve sightlines and better prevent crashes would comply with the City's approved Curb Space Prioritization Framework (Attachment 3) as part of the Alexandria Mobility Plan. Specifically, traffic safety is a key City Plan Priority, as documented in the Alexandria Mobility Plan's Streets chapter and the Complete Streets Design Guidelines.

OUTREACH: The proposal came about as a result of an On-Street Parking Modification Request submitted and signed by 10 business owners occupying commercial space within 6000 Stevenson Avenue and 1 client of the businesses located within 6000 Stevenson Avenue. Public notice has not been provided for this request. Staff did not receive any other comments about the request.

Attachment 1:

Depiction of location for proposed parking space removal



Attachment 2:
Submitted On-Street Parking Modification Request Form

ON-STREET PARKING MODIFICATION REQUEST FORM



Please fill out the first page of this application and return to max.devilliers@alexandriava.gov or mail to Max Devilliers, Mobility Services, 421 King Street, Suite 235, Alexandria, VA 22314. Staff will contact the Project Champion to further refine proposed solution to address the issue that the applicant is trying to address.

Reason for the Request *(What are you trying to solve/address?):*

Reduce transportation risk factors that could potentially cause fatal accidents (car & pedestrian) from drivers in oncoming traffic + exiting vehicles near 6000 Stevenson AVE.

Type of On-Street Parking Modification Requested:

- | | |
|---|--|
| <input type="checkbox"/> Loading Zone Removal | <input type="checkbox"/> Loading Zone Addition |
| <input checked="" type="checkbox"/> Parking Removal | <input type="checkbox"/> No Parking Sign Removal |
| <input type="checkbox"/> Parking Restriction Change (Non-RPP) | |
- Proposed restrictions _____

Location: PARKING (Street) Spots in front of 6000 Stevenson AVE Bldg parking lot
(Map or figure may be provided as an attachment)

Approximate number of spaces affected (assume 20 feet per space): _____

Project Champion (Point of Contact) Information:

Name: MELVIN L. WILLIAMS

Address: 6000 Stevenson AVE

Email: williams ml @ spiral-message.com

Phone Number: 877-987-3529

Best Way to Contact:

Best Time of Day to Contact:

- Email
 Morning

- Phone
 Afternoon

Page | 2

Mobility Services
421 King Street, Suite 235
Alexandria, VA 22314



We the undersigned hereby support or oppose (as indicated) the proposed on-street parking change:

Remove two to three parking spaces in front of 6000 Stevenson parking lot to improve driver visibility when exiting the parking lot

(Petition should include signatures from a representative, property owner, occupant, or manager for all properties, homeowners'/condo associations, and businesses adjacent to or impacted by the proposed on-street parking modification. Additional signatures may be gathered to show support.)

Name (printed)	Support or Oppose Request	Signature/Date	Address/ Business/ Association	Property Affiliation (owner, occupant, manger, etc.)	Email
Gibril	SUPPORT	[Signature]	6000 STEVENSON AVE	OCCUPANT	Orizilla@gmail.com
Ashraf	Support	[Signature]	6000 Stevenson Ave	Occupant	gadabab@Aol.com
Sobia	Support	[Signature]	6000 Stevenson	OCCUPANT	Sobia1432@hotmail.com
ADOLF N	SUPPORT	[Signature]	6000 Stevenson	OCCUPANT	rdicme,hive@yahoo.com
Elibat A.	SUPPORT	[Signature]	6000 Stevenson	occupant	g3ntleman9@gmail.com
Yang	Support	[Signature]	6000 Stevenson	occupant	LifangYang01@icloud.com
Shawn	Support	[Signature]	6000 Stevenson	occupant	shawn.sanders.powell@gmail.com
Mariauz	Support	[Signature]	6000 Stevenson	occupant	Wesmedytaxservices@gmail.com
Tareq	Support	[Signature]	6000 Stevenson Ave	occupant	Tareqsalameh@yahoo.com
Divva	Support	[Signature]	6000 Stevenson Ave	occupant	divva.a@icloud.com
Anna	Support	[Signature]	6000 Stevenson Ave	Client	annahartman@gmail.com

Attachment 3: Curb Space Prioritization Framework – Alexandria Mobility Plan

Curb Space Prioritization Framework

This framework sets priorities for curb access based on land uses. Land uses are broadly defined into four categories based on the kinds of curbside activity in different parts of the city.

Curb uses are also categorized broadly to enable future mobility options to fit into this framework. For example, previous plans mentioned bus stops, but did not anticipate bikeshare systems, dockless scooters, or ridehall companies like Uber and Lyft.

As part of the Alexandria Mobility Plan, the City has begun the work to realize Strategy 7 and develop a curb space prioritization framework. This framework outlines varying priorities for curb uses in areas of the city, depending on their land use. Staff will use this framework to guide future decisions.

This framework can be applied to existing streets as well as future streets outlined in small area plans.

When evaluating proposals and resident requests that will impact curb space, staff will work through the framework with affected parties to understand the needs and context of the street. This framework helps guide decision-makers when evaluating requests and applications—it is not a proposal for changing the City's streets.

- The specific context for each block matters. If a proposal is not feasible on a given street, this framework would not apply.
- Not every curb use category will apply to every street. For example, low-density residential streets with available curb space will not need large (or any) changes to provide adequate access for people.
- Higher priority uses will not eliminate lower priorities. Providing access for goods, for example, does not mean that all the parking on a street will be eliminated, but instead that a parking space may be considered for removal to introduce improved access for goods.



Land Use Categories

Category	Description:	Examples:
Residential	Predominantly residential uses, including detached houses, rowhouses, and apartment buildings	<ul style="list-style-type: none"> • Cameron Station Blvd between Duke St and S. Pickett St • Taney Ave between N. Jordan St and Van Dorn St
Main Streets	Mixed-use neighborhoods with office, residential, and retail uses as well as neighborhood retail corridors	<ul style="list-style-type: none"> • Mt. Vernon Ave in Del Ray • King St in Old Town
Office & Commercial	Areas with predominantly office, retail, and other "Downtown" functions—often high-density and often including residential towers	<ul style="list-style-type: none"> • Eisenhower Ave between Holland Ln and Telegraph Rd in Carlyle • Duke St between Holland Ln and Dulaney St
Warehouse and Industrial	Areas with mostly industrial and warehouse uses, including redeveloping areas adding retail uses and residential developments	<ul style="list-style-type: none"> • Wheeler Ave west of S. Early St • S. Pickett St west of Van Dorn St

Curb Use Categories

Examples:

City Plan Priorities	Safety improvements, bus lanes, bike lanes, green infrastructure, electric vehicle charging, and other items specifically included in City plans
Access for Goods	Loading zones, deliveries, food pick-up/drop-off
Access for People	Bus stops, pick-up/drop-off, bikeshare stations, scooter corrals
Parking	Metered parking, residential parking, bike parking
Activation	Parklets, in-street dining, public art

Curb Space Prioritization Framework

Priority:	Residential	Main Streets	Office & Commercial	Warehouse & Industrial
1: High	City Plan Priorities			
2	Access for People	Access for People	Access for People	Access for Goods
3	Parking	Access for Goods	Access for Goods	Access for People
4	Access for Goods	Activation	Parking	Parking
5: Low	Activation	Parking	Activation	Activation

City of Alexandria, Virginia

Traffic and Parking Board

DATE: April 25, 2022

DOCKET ITEM: 10

ISSUE: Consideration of a request to implement 2 hour parking restrictions for approximately 19 on-street parking spaces along the 400 block of South Pickett Street and Cameron Station Boulevard

REQUESTED BY: Alexandria Lighting & Supply; 450 South Pickett Street

LOCATION: 400 block of South Pickett Street and 400 block of Cameron Station Boulevard

STAFF RECOMMENDATION: That the Board recommend the Director of T&ES restrict parking to 2 hours from 9:00 AM to 6:00 PM, Monday through Saturday, for the approximately 19 on-street parking spaces along the 400 block of South Pickett Street and 400 block of Cameron Station Boulevard

BACKGROUND: Alexandria Lighting & Supply intends to move from 102 North Fayette Street to the ground floor retail space of 450 South Pickett Street. To support parking availability for customers by encouraging turnover, Alexandria Lighting & Supply requested that the 9 spaces be restricted to 30-minute parking from 9:00 AM to 6:00 PM Monday through Saturday (Attachments 1 & 2).

These on-street spaces were created during the redevelopment of the adjacent properties into multi-family residential buildings with ground-floor retail space. Current on-street parking is unrestricted.

DISCUSSION: Staff recommend modifying the applicant's proposal in two respects:

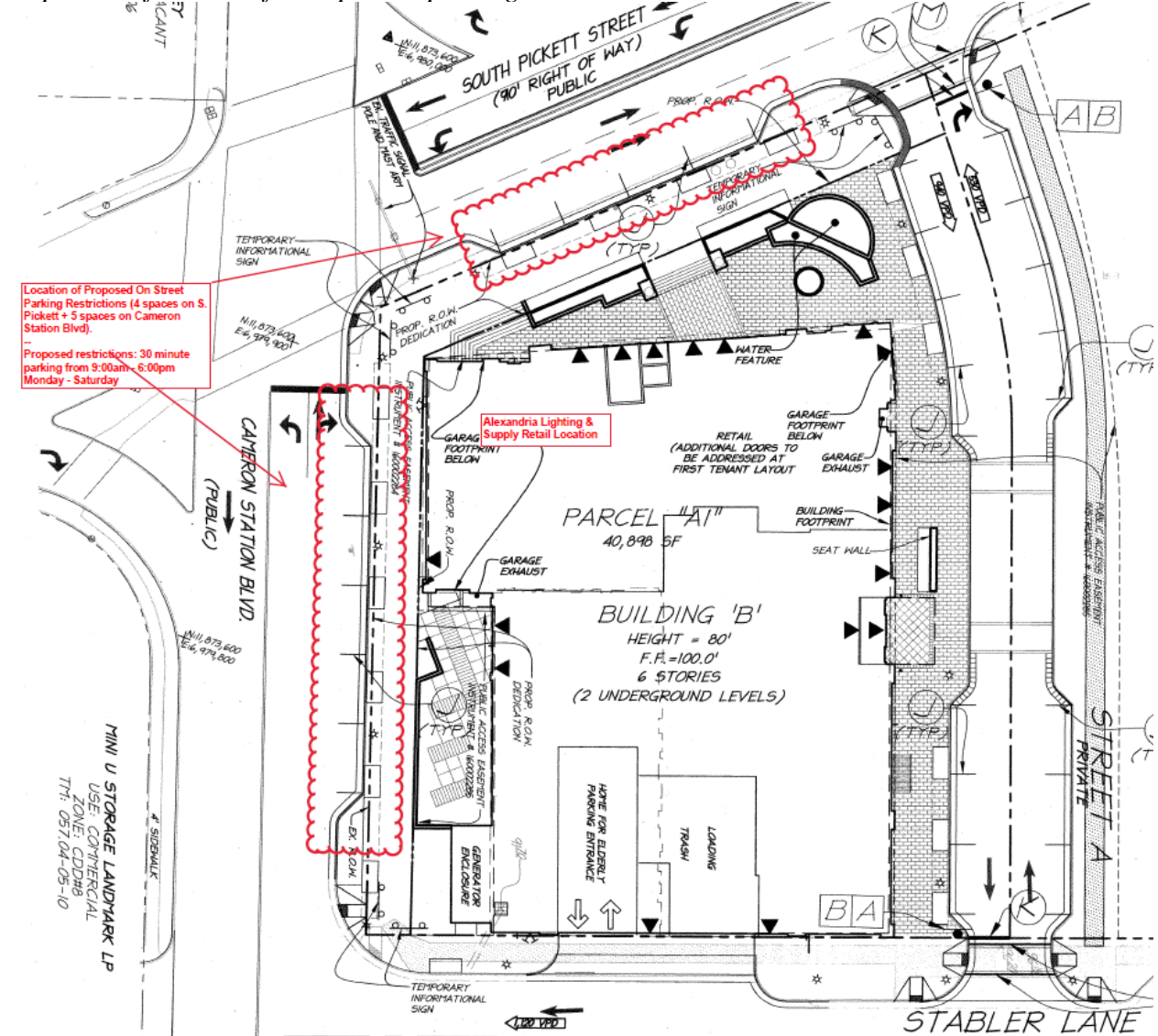
- Expanding the proposed restrictions to include all of the retail-facing on-street parking spaces on Pickett Street – approximately ten additional spaces (Attachment 3)
- Adopting a two hour parking restriction, rather than the 30 minutes requested by the applicant.

Previously, the Traffic and Parking Board requested staff consider changes to parking restrictions comprehensively (i.e., the entire block as opposed to partial blocks), and therefore the recommendation includes the ten remaining spaces on the 400 block of South Pickett Street.

For consistency and ease of enforcement, the City prefers restricting parking to two or three hours—not 30 minutes—unless the use case is unique. Furthermore, other retailers that currently front unrestricted parking as well could benefit from parking restrictions on the street that are also consistent with the rest of the block. Parking for residents and visitors of the two residential buildings is located on site, therefore this on-street parking is unnecessary for residential purposes.

OUTREACH: The proposal came about as a result of an On-Street Parking Modification Request submitted by Robert Brant on behalf of Alexandria Lighting & Supply. The request included a letter of support from the owner of Brandywine Living, the assisted living facility located in the upper stories of 450 South Pickett Street. Staff have also reached out to the management of the Cameron Square apartment building. The Regional Portfolio Manager for Bozzuto indicated the change should not be an issue for management, however, we are waiting to hear from the General Manager of the building for confirmation. Staff also notified the Cameron Station Civic Association of this request. Staff did not receive any other comments about the request.

Attachment 1:
 Depiction of location for requested parking restrictions



Attachment 2:

Submitted On-Street Parking Modification Request Form

Narrative Statement in Support of Proposed On-Street Parking Modification Request

450 S. Pickett Street

Applicant: Alexandria Lighting & Supply

Alexandria Lighting & Supply (the “Applicant”) is in the process of opening its new location in the ground floor of the building located at 450 S. Pickett Street. The property has frontage along S. Pickett Street and Cameron Station Boulevard, and there are a total of nine (9) on-street parking spaces along these streets. There are no parking restrictions currently in place for these spaces. While these parking spaces are conveniently located to serve patrons of the Applicant and other ground floor retail uses along S. Pickett Street, they are mostly utilized vehicle storage by one or more of the automotive uses in the vicinity of the property. Vehicles are commonly parked in these spaces for long periods of time, rendering them unavailable for use by the general public. As such, the on-street spaces are not available for their intended purpose, which is to serve patrons of Alexandria Lighting & Supply and nearby ground floor retail uses along S. Pickett Street.

Accordingly, the Applicant is proposing to establish parking restrictions for the 9 on-street parking spaces along S. Pickett Street and Cameron Station Boulevard to preclude vehicles from being stored in the spaces for long periods of time. The Applicant is proposing 30 minute parking restrictions during business hours from 9:00am – 6:00pm, Monday through Saturday. The proposed restrictions will ensure that the spaces are available throughout the day for retail patrons and building visitors, while also ensuring their availability in the evenings for overnight guests of the nearby residential uses.

ON-STREET PARKING MODIFICATION REQUEST FORM



Please fill out the first page of this application and return to max.devilliers@alexandriava.gov or mail to Max Devilliers, Mobility Services, 421 King Street, Suite 235, Alexandria, VA 22314. Staff will contact the Project Champion to further refine proposed solution to address the issue that the applicant is trying to address.

Reason for the Request (*What are you trying to solve/address?*):

See attached narrative.

Type of On-Street Parking Modification Requested:

- Loading Zone Removal
 - Loading Zone Addition
 - Parking Removal
 - No Parking Sign Removal
 - Parking Restriction Change (Non-RPP)
- Proposed restrictions 30 minute parking restrictions from 9:00am - 6:00pm Monday - Saturday

Location: See attached site plan.
(Map or figure may be provided as an attachment)

Approximate number of spaces affected (assume 20 feet per space): 9 Spaces

Project Champion (Point of Contact) Information:

Name: Alexandria Lighting & Supply c/o Robert D. Brant, Attorney/Agent

Address: 444 S. Pickett Street Alexandria, Virginia 22304

Email: rbrant@thelandlawyers.com

Phone Number: (703) 528-4700

Best Way to Contact: Email Phone

Best Time of Day to Contact: Morning Afternoon



BRANDYWINE LIVING

Life is Beautiful

February 28, 2022

City of Alexandria
Department of Transportation & Environmental Services, Mobility Services
421 King Street, Suite 235
Alexandria, Virginia 22314

To Whom it May Concern:

On behalf of the owner of property located at 450 South Pickett Street in the City of Alexandria, I am writing to express support for Alexandria Lighting's request to modify the on-street parking restrictions for the nine on-street parking spaces adjacent to the property along South Pickett Street and Cameron Station Boulevard. Specifically, the owner is supportive of Alexandria Lighting's request to establish short-term parking restrictions for these parking spaces during business hours to ensure that the spaces are available for customers and patrons of Alexandria Lighting and the other retail establishments in the area. Currently, the on-street parking spaces are effectively used as vehicle storage spaces where cars are parked for days at a time. Alexandria Lighting's proposed restrictions will address this issue by ensuring the spaces are available for retail patrons during business hours.

For the reasons above, the property owner hereby expresses its full support of the proposed on-street parking modifications.

Sincerely,

Name:

Owner:

450 South Pickett Street
Alexandria, VA 22304

525 FELLOWSHIP ROAD SUITE 360 MOUNT LAUREL *new jersey* 08054

phone 856.813.2000 *fax* 856.813.2020

WWW.BRANDYCARE.COM

Attachment 3:

Depiction of location for City staff-recommended parking restrictions

