

TRAFFIC & PARKING BOARD PUBLIC HEARING

February 26, 2024

City Hall – Alexandria, VA

Hybrid meeting will start at 7:00 PM



Welcome!

Public Hearing:

Board will receive comments from the public in-person and via Zoom

Three Ways to Speak:

- Via e-mail: signed up in advance
- In-person: use sign-up form at back of the room
- Via Zoom: use 'Raise Hand' feature in Zoom
 - *9 with phone audio

Agenda: February 26, 2024

Welcome & Introductions

1. Deferrals and Withdrawals
2. Approval of Minutes
3. Written Staff Updates & Public Hearing Follow-up
4. Public Discussion Period

Public Hearing Items:

5. Parking Removal – Utica Avenue and South Ingram Street

6. Pickup and Drop-off Loading Zone – 900 block of North Henry Street
7. Loading Zone – 200 block of South Union Street
8. Pickup and Drop-off Loading Zone Administrative Procedure

Information Items:

9. Staff Updates
10. Commissioner Updates

Approval of the Minutes

Written Updates & Public Hearing Follow-Up

Public Discussion Period

This period is restricted to items NOT listed on the docket

If you would like to speak, please:

- Submit a Public Speaker form (if in person)
- Raise your hand on Zoom (if virtual)

Parking Removal – Utica Avenue and South Ingram Street

Agenda Item 5

Presenter: Max Devilliers



Background

- 311 request received for the removal of on-street parking on Utica Avenue immediately east of South Ingram Street
- Obstructed driver sightlines
- Issues for children and others walking to the bus stop on Duke Street
- Petition requests removal of parking on both Utica Avenue and South Ingram Street



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?):

The North-East corner of Utica Ave and S Ingram gets blocked by parked cars so that West bound cars on Utica can't see the stop sign or crosswalk. The South-East corner of S Ingram and Duke service road gets blocked by parked cars so that outbound cars from the neighborhood and inbound cars from Duke street barely have room to pass each other. The parked cars also block visibility of the crosswalk. We request a no parking sign at these two locations 30 feet back from the stop bar. 30 feet buffers in front of the stop bars are in line with many jurisdictions, including Arlington and Fairfax County.

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 _____

Location: the North-East corner of Utica and S Ingram and the South-East corner of S Ingram and Duke service rd _____
 (Map or figure may be provided as an attachment)

Approximate number of spaces affected (assume 20 feet per space): 2 _____

Project Champion (Point of Contact) Information:

Name: Asa Orrin-Brown

Address: _12 S Ingram St, Alexandria VA 22304

Email: asaorinbrown@gmail.com

Phone Number: 703-915-5316

Best Way to Contact:

Email

Phone

Best Time of Day to Contact:

Morning

Afternoon

Location

Southeast corner of
South Ingram Street at
Duke Street

Northeast corner of
Utica Avenue at South
Ingram Street



Location



Outreach

- Staff notified the Wakefield-Tarleton Civic Association of this request.
- Staff received a call from a neighborhood resident on February 6, 2024, who opposes the request due to the lack of parking availability.
- All other feedback has been in support of the request.

Recommendation

That the Board recommend the Director of T&ES remove 30 feet of on-street parking on the north side of Utica Avenue immediately east of South Ingram Street as well as 60 feet of on-street parking on the east side of South Ingram Street immediately south of Duke Street.

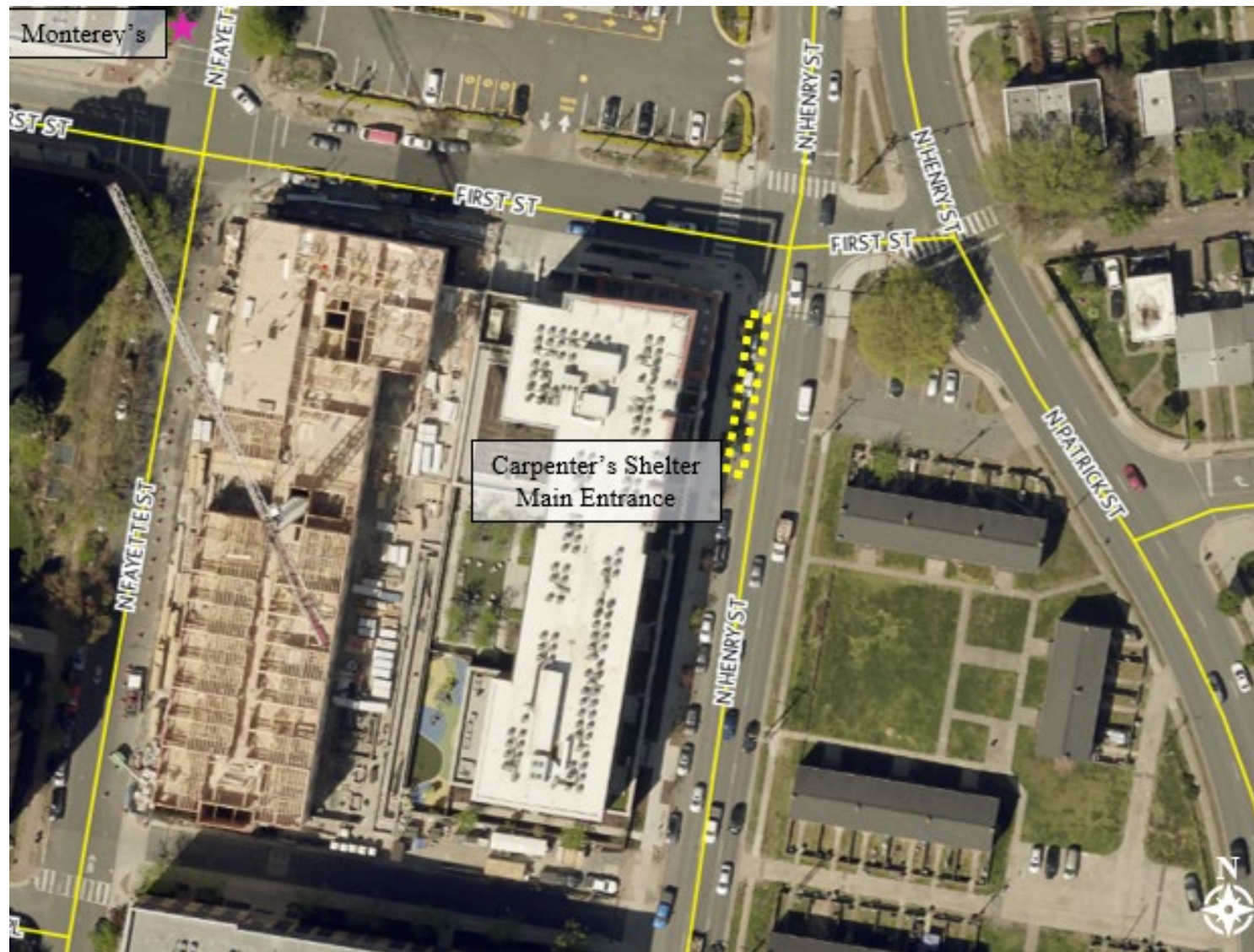
Pickup and Drop-off Loading Zone – 900 block of North Henry Street

Agenda Item 6

Presenter: Max Devilliers

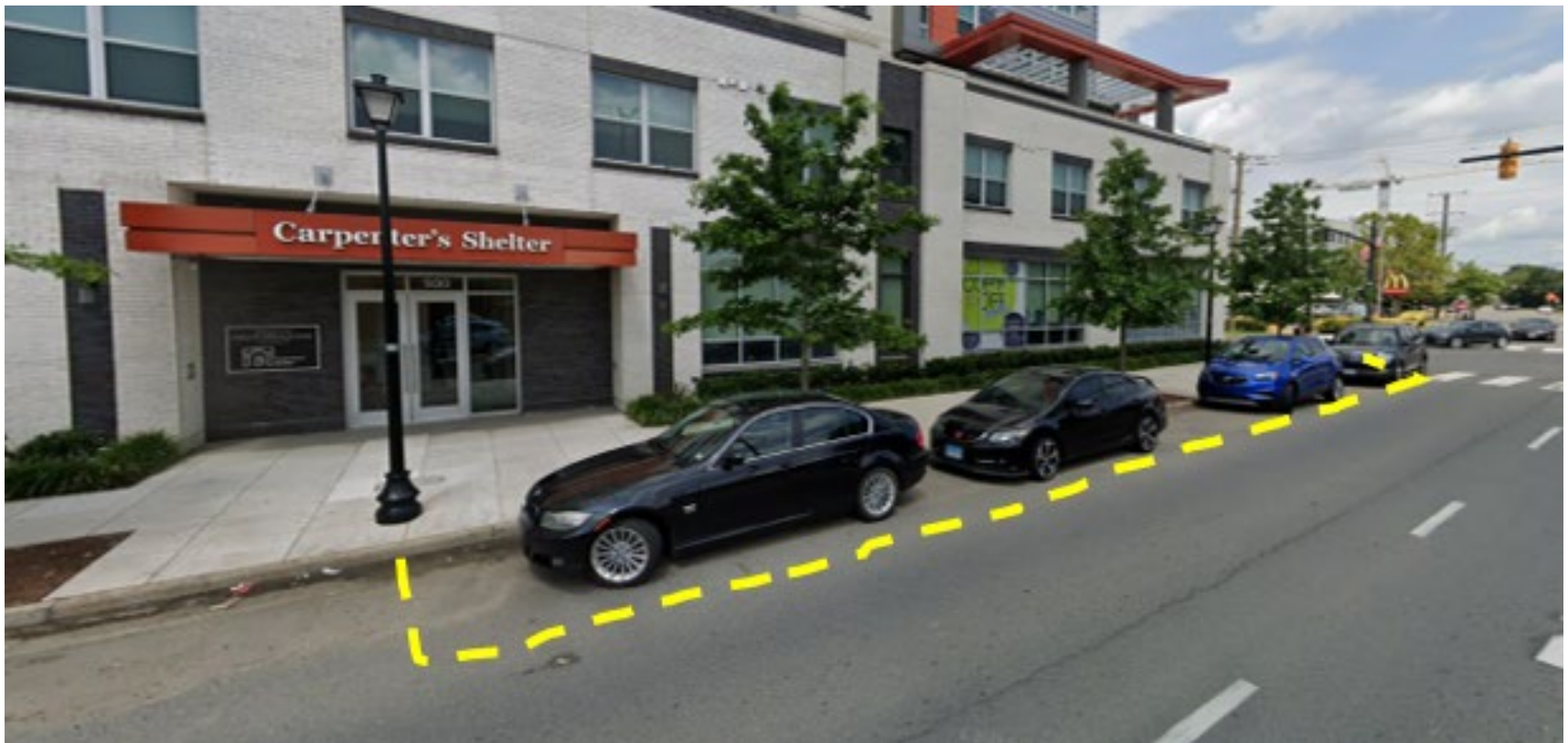


Location



Location

900 block of North Henry Street



Background

- 311 request received citing vehicles often block the westernmost travel lane on the 900 block of North Henry Street
- Drivers are dropping off or picking up passengers at the Carpenter's Shelter
- Coordination with Carpenter's Shelter led to the attached petition to implement and pickup and dropoff loading zone



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?):

Having a place to pull over to let our residents and volunteers in and out of vehicles would be safer and would also prevent the right lane on N Henry from being blocked for others driving down this street.

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 _____

Location: Right outside our main entrance at 930 N Henry St.
 (Map or figure may be provided as an attachment)

Approximate number of spaces affected (assume 20 feet per space): 2

Project Champion (Point of Contact) Information:

Name: Mary-Esther Dattatreya

Address: Carpenter's Shelter, 930 N Henry St.

Email: medattatreya@carpentersshelter.org

Phone Number: (703) 548-7500, ext 234

Best Way to Contact:

Email

Phone

Best Time of Day to Contact:

Morning

Afternoon

Outreach

- Notified the Braddock Metro Citizens' Coalition and the Northeast Citizens Association of this request. Staff has received any feedback regarding this proposal.

Recommendation

That the Board recommend the Director of T&ES install 'Active Loading and Curbside Pickup Only' signage for the 80 feet of curb space north of the entrance to 930 North Henry Street.

Loading Zone – 200 block of South Union Street

Agenda Item 7

Presenter: Max Devilliers



Location



Location


200 block of South Union Street



Background

- Café du Soleil submitted a request for a new pickup and drop-off zone on South Union Street
- Accommodate the deliveries made to the various businesses on this block
- Curb space was used as a commercial parklet for Café du Soleil for approximately two years
- Parking spaces are currently metered and restricted to 2-hour parking 8 a.m. to 9 p.m., Monday through Saturday.
- Parking is also prohibited on the south side of the block except for a loading zone directly in front of the Hotel Indigo

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?):
pickup and loading zone for business ^{residing in} ~~front~~
of 215 S. Union Street Alexandria, VA 22314.

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 _____

Location: 215 South Union Street Alexandria VA 22314
 (Map or figure may be provided as an attachment)

Approximate number of spaces affected (assume 20 feet per space): 2

Project Champion (Point of Contact) Information:

Name: Nahom Debessay (Cafe du Soleil)

Address: 215 S. Union Street Alexandria VA 22314

Email: cafeduSoleilVa@gmail.com

Phone Number: 703-868-6153

Best Way to Contact: Email Phone
Best Time of Day to Contact: Morning Afternoon

Page | 2

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

Outreach

- Notified the Old Town Citizens Association (OTCA) and Old Town Business Association (OTBA) of this request.
- Both OTCA and OTBA emailed staff in response stating their opposition to the request.

Recommendation

That the Board recommend the Director of T&ES install 'Loading Zone 8 a.m. to 5 p.m. Monday-Friday' signage for the 54 feet of metered on-street parking in front of 215 South Union Street with administrative approval to convert back to metered parking as is if Parking Enforcement finds the new zone is being used for parking.

Pickup and Drop-off Loading Zone Administrative Procedure

Agenda Item 8

Presenter: Max Devilliers



Background

- Demand for curbside pickup and drop-off continues to grow since 2010s and COVID due to increase in:
 - Food and online shopping deliveries
 - Taxi/rideshare trips
 - Parking-free schools and daycares
 - Carry-out pickups
 - General freight loading and unloading
- New zones help to:
 - Reduce double-parking/obstruction of travel lanes
 - Prevent the obstruction of fire hydrants
 - Mitigate the prevalence of blocked crosswalks
 - Address the needs of the adjacent land uses

Background

- Drivers of all vehicles with any purpose can use curbside pickup and drop-off zones for quickly loading and unloading passengers and goods
 - All times of day and night
- Traditional loading zones are meant to be used primarily by freight trucks to supply goods to street-fronting businesses that have limited to no off-street parking or loading space
 - Usually in the weekday mornings and early afternoons

Current Process

- City staff receive request for pickup and drop-off zone
- Staff confirms there are few to no other convenient loading or pickup and drop-off zones nearby
- Staff writes a detailed memo regarding the request and presents the memo before the Traffic and Parking Board for consideration
- To allow for any appeals to the Board's decision, staff waits two weeks before submitting the request for signage installation to T&ES Operations
- *Total process duration: 1-2 months*

Proposed Process

- City staff receive completed official form requesting a new pickup/drop-off zone
- Staff confirms requested zone location is appropriate per the Board-approved eligibility requirements
- Staff determines exact zone location and length based on the applicant's need and the block's traffic-related characteristics as well as its physical curbside features and constraints
- Staff notifies the applicant of approval (including staff-determined zone location and length) or denial
 - If accepted by the applicant, staff informs the Board via a written update and installs signage
 - If applicant repudiates staff's determination, the request can be brought before the Board for a public hearing

Eligible Locations

- No off-street parking/loading within 150 feet of the applicant's front door/entrance
- No other loading zone exists on the same side of the block on which the zone is being requested
- The block on which the zone is being requested is 85% occupied by parked vehicles by any survey
- The block on which the zone is being requested meets one of the following criteria:
 - Features at least one primarily carryout/pickup business
 - Features at least one healthcare or senior citizen-focused business and/or facility
 - Features at least one school and/or daycare (Pickup/Drop-off Plan approved by the Department of Planning & Zoning as well)
 - Features at least one major destination (e.g., performing arts theatre, movie theater)
- If the block does not feature a carryout/pickup business, a senior-citizen-focused business or facility, a school/daycare, or major destination, the block must be occupied by at least five street-fronting businesses

Zone Location and Length

- The proposed zone must be at the start of the block or parking lane
 - Exceptions:
 - Layby (e.g., 730 East Glebe Road)
 - In between two curb cuts (e.g., 205 East Howell Avenue)
- Staff would determine the length of the zone based on:
 - The applicant's business model and estimated number of trips generated
 - The roadway and block on which the zone is being requested (i.e., general vehicular speed, number of businesses, etc.)
 - The location of the zone (i.e., presence of curb cuts and fire hydrants, and location of the business itself relative to the start or end of the block)
 - The presence of other pickup/drop-off and traditional loading zones nearby

Sample Application Form



PICKUP/DROPOFF LOADING ZONE REQUEST PROCESS

Process:

1. Complete and submit Page 1 of the Pickup/Dropoff Loading Zone Request Form with a description of the Project Champion's business model and its pickup/dropoff/loading needs to the Mobility Services Division
2. City staff will review the conditions in the affected area and will work with the Project Champion to refine proposed changes to address the identified issue
3. If a staff-supported solution is determined, the Project Champion must use Page 2 of this application to gather signatures showing support from all property owners and tenants fronted by the requested zone
 - a. Large residential buildings may be represented by the condo association's president or the property manager
 - b. Staff also recommend reaching out to business or citizens associations for the affected area if applicable
4. Once the completed form and signatures are returned to staff, staff will review the request to confirm that it meets the eligibility criteria and how
 - a. If the request does not meet the eligibility criteria for any reason, the Project Champion can request that the issue be docketed for a Public Hearing before the Traffic and Parking Board
 - i. Notification of hearing on the proposed zone will be posted in the affected area
 - ii. The Project Champion is expected to attend the Traffic and Parking Board Public Hearing and provide testimony
5. If the request is approved by staff or the Traffic and Parking Board, staff will communicate to nearby communities of pending parking changes
6. Once nearby communities have had adequate notice, the pickup/dropoff loading zone will be implemented by City staff

Sample Application Form

PICKUP/DROPOFF LOADING ZONE 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?*):

Are there any of the following on the block that this zone is requested for:

- Primarily carryout/pickup business School or daycare
 Healthcare or senior-focused facility Pickup/dropoff and/or loading zone(s)
 Major destination (e.g., movie theatre): _____

Location: _____
 (*Map or figure may be provided as an attachment*)

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

Project Champion (Point of Contact) Information:

Name: _____

Address: _____

Email: _____

Phone Number: _____

Best Way to Contact: Email Phone
Best Time of Day to Contact: Morning Afternoon

Annual Recertification

- Staff will review to determine if the zone is still needed and if modifications should be made
- Conducted every January
 - Staff are tracking all existing pickup/drop-off loading zones throughout the city and maintaining the contact information of the applicant
 - Original applicant must confirm applicant's business is still open and still in favor of pickup/drop-off zone
 - If the applicant has moved on, staff will contact the new occupant or others on the block
 - Staff will notify past applicants to reapply to recertify their pickup/drop-off loading zone by sending each past applicant the recertification form
 - If no response, staff will post a notice for 5 days noting the zone will be removed
- Staff provide the Board with a written update of which pickup/drop-off zones were recertified and which were removed

Zone Removal

- The zone can be removed by staff if a staff review of the zone finds that the following criteria are met:
 - Annual recertification survey finds that the applicant's business is no longer open or the applicant no longer wants the zone, OR;
 - The zone's utilization data from either staff or other third-party consultant/contractor finds that drivers are using the zone for an average of more than 15 minutes by any survey, AND;
 - Outreach to the businesses on the block about zone removal has been conducted
- Administrative approval for removing underutilized pickup/drop-off zones
 - Staff would notify the Board of pickup/drop-off zones being removed via written updates
 - Applicants/other occupants of the block may ask City staff to reconsider their decision to remove the zone, which will be brought before the Board for consideration

Recommendation

That the Board approve an administrative procedure to allow the Director of T&ES to add and remove pickup/drop-off loading zones that meet the approved criteria.

Information Items

STAFF UPDATES

COMMISSIONER UPDATES