

Designation of a New Residential Permit Parking District

There are four phases to setting up a parking district. Each is dependent on specific outcomes in the previous step.

1. Define and propose the district
2. City conducts study of proposed area
3. Review and Approval
4. Implementation

1. Defining and Proposing the District.

- a. **Boundaries.** The neighborhood can draw the boundaries of the proposed parking district as it finds appropriate as long as it meets the minimum criteria:
 - i. The proposed parking district must have a minimum of 400 public on- street parking spaces. Parking spaces must be 20 feet in length. The proposal would need to exclude any area around fire hydrants, 15 feet on either side, as well as the legal 20 foot setbacks from corners.
 - ii. The district must be 75% residential
 - iii. There must be times when at least 75% of the parking spaces are occupied. When 75% of the parking spaces are occupied, 25% of the parked vehicles must be from outside the community. The City determines the origin of the vehicles.
- b. **Community Support.** 50% of the residences/households from each block face must sign a petition in support of the proposed parking district. Block face references a single side of the street for a single block
- c. Once the neighborhood has defined the district, identified 400 spaces and collected the minimum signatures, it presents the proposal to the City.

2. City Study. The Department of Transportation and Environmental Services will conduct a study of the proposed district. The study will determine if the district meets the minimum criteria. The city will count the spaces and check the parked cars to determine if they are from outside the community. For the proposal to move forward, the City must find 25% of the vehicles to be from outside the district.

3. Review and Approval. If the City study finds that the proposed district meets minimum criteria, it is presented to the Traffic and Parking Board. The board will review the proposal and put it on the agenda for one of its monthly meetings. At the meeting, the public is allowed to comment on the proposal. After public comment the board will make a recommendation to the City Council as to whether or not the district should be approved. City Council ultimately approves or rejects proposed parking districts.

4. Implementation. Upon approval, City Council determines whether permit parking signs are posted immediately throughout the district, only in certain portions of the district, or whether signs are only to be posted if the residents file a petition with over 50% support of each block face where the signs are to be posted. Council will also determine which parking restrictions (days and times) will be implemented in the district.

Residential Permit Parking District: Guide for Residents

Modifications:

Establishing a parking district will set certain minimum restrictions across the entire district. The hours and days of restrictions are mandated by City Code. Residents of individual block faces can modify the restrictions if they can get 50% of the residences/households to agree to the modified restrictions. Note that restrictions will apply uniformly to all residents of the district, whether or not they live on the block face with modified parking restrictions.

Parking Stickers:

If a district is established, all residents will need to get annual parking stickers for their vehicles. The annual sticker fees are \$30 for first car, \$40 second car, and \$100 for each subsequent car.

Guest and Visitor Parking Permits:

Residents need to purchase guest or visitor parking permits if they want their guests to park longer than the restrictions allow. These passes are for a one-time use and must be purchased from City Hall. The guest permit is for guests staying less than 24 hours and are free; the visitor permit is \$5 and valid for 30 days. Additional detail on visitor and guest permits is on the City's Web site at: <http://alexandriava.gov/finance/info/default.aspx?id=1818>.