

Proposed Residential Permit Parking (RPP) Program Administrative Policies and Procedures

October 12, 2020

This document is a companion to the “Proposed Residential Permit Parking Program (RPP)” document available on the [RRP Review project page](#). That document covers the major changes proposed for the RPP program, while this one provides detail on some administrative policies and procedures under the proposed program. These details are presented in a side-by-side comparison chart between the proposed program and the current program to highlight changes.

This is not meant to be an exhaustive description of all administrative policies and procedures that could be adopted to implement the RPP program.

Just like with the proposed program, staff based the proposed administrative policies and procedures on what was heard from the community, analysis of the current program, and parking data collected on some of Arlington’s streets. Arlington residents are divided on many issues within the RPP program, and some of the controversies about the program have existed for decades. Staff recognized this challenge and tried to design solutions to these issues while balancing the program goals.

For more information on these changes, visit the [frequently asked questions page](#) that addresses how staff arrived at the proposed program.

Proposed RPP Administrative Policies and Procedures Compared to Current Program

Issue Area	Current Program	Proposed Program
<p>Petition Process New Zone</p>	<ul style="list-style-type: none"> • Petitions are submitted by the 100-address block (e.g., the households between 1000 and 1100 19th St S); • Petitions by multi-family construction can petition by building • Resident from 60% of households on a block must sign an Arlington County –provided petition form for restrictions • Petitions by multi-family buildings require 60% of units in the building to be in favor of RPP restrictions • Staff must find during a site visit that more than 75% of the parking spots are occupied. • Staff must find that more than 25% of the spaces are occupied by vehicles that are from “outside the...zone.” • Block faces with no address points, such as with green spaces and parks, are not eligible for zoned parking • If study criteria are not met, residents must wait one calendar year before requesting RPP again 	<ul style="list-style-type: none"> • County prepares a petition that a resident circulates to households on both sides of a street block, defined as the space between two intersections or an intersection and the end of the street. • Independent of housing type, a resident from 80% of households on petitioned street block must sign in support of the petition. • County observes parking occupancy. If occupancy is regularly 85% or more, then restrictions would be granted. • Increase number of occupancy observations per block from two to a number to be determined. • Residents may only petition for one or more of these sets of hours <ul style="list-style-type: none"> ○ 8:00 a.m. – 5:00 p.m. Monday – Friday ○ 8:00 a.m. – 5:00 p.m. Saturday/Sunday ○ 5:00 p.m. – 1:00 a.m. Monday – Friday ○ 5:00 p.m. – 1:00 a.m. Saturday/Sunday • Block faces with no address points, such as with green spaces and parks, are not eligible for zoned parking • If study criteria are not met, residents must wait one calendar year before requesting RPP again
<p>Petition Subdivision of Existing Zone</p>	<ul style="list-style-type: none"> • Residents may petition the County to subdivide a large zone if cross-commuting is an issue • 60% of the households on at least one block requests that their block to be surveyed for cross-commuting. 	<ul style="list-style-type: none"> • Resident contacts County requesting a petition to split an existing zone due to high occupancy. • A resident from 80% of households on petitioned block must sign in support of the petition.

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	<ul style="list-style-type: none"> • Staff would conduct a 75/25 survey using the block's limits as the boundary for the 25% out of area survey • Once the 75/25 test has been met, the County conducts a review to determine the appropriate boundaries of the new zone. • After the determination of the new zone boundaries, at least 60% of the current permit holders in the proposed new zone must petition the County to create the new smaller zone 	<ul style="list-style-type: none"> • County observes parking occupancy. If occupancy is regularly 85% or more, then the County would draw boundaries for new zones. • County creates a petition for distribution to the households that would be located in the new zones. If at least 80% of the homes in the proposed new zones support the split, then the County would create the new zones. <p>OR</p> <ul style="list-style-type: none"> • As part of petition for new hours of restrictions, staff determines as a result of the occupancy study that the size of the zone contributes to a high occupancy. In this instance, the County would draw boundaries for new zones. • County creates a petition for distribution to the households that would be located in the new zones. If at least 80% of the homes in the proposed new zones support the split, then the County would create the new zones.
Petition to Remove a Zone	<ul style="list-style-type: none"> • Residents of a block may petition the County to remove a zone if permit parking is no longer needed because of changes in street, traffic or parking patterns. • County-provided petition form will have to be signed by at least 60% of the block neighbors. • If 60% required signatures are met, County will remove parking signs on the block. Notification letters will be mailed to the residents of the block. 	<ul style="list-style-type: none"> • Resident contacts County requesting a petition to remove an existing zone restriction from their block. • A resident from 80% of households on impacted block must sign in support of the petition. • If 80% required signatures are met, County would remove parking signs on the block. Notification letters would be mailed to the residents of the block. • If residents wish to re-instate residential permit parking on the block, residents may re-petition

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	<ul style="list-style-type: none"> If residents wish to re-instate residential permit parking on the block, residents may re-petition one year after the original petition was approved. 	<p>one year after the original petition was approved.</p>
<p>Criteria for Setting Zone Boundaries</p>	<ul style="list-style-type: none"> Criteria for Setting Zone Boundaries <ul style="list-style-type: none"> No larger than 1/2-mile radius Location of major or minor arterials, physical and natural boundaries Civic association boundaries Land use characteristics (but not housing type) location of a traffic generator driving patterns within the neighborhood parking capacity on the street existence of driveways and dedicated parking Add blocks to new zones or add to existing zones on a block-by-block basis 	<ul style="list-style-type: none"> Criteria for Setting Zone Boundaries <ul style="list-style-type: none"> 1/2-mile radius max. Location of major or minor arterials, physical and natural boundaries Civic association boundaries Land use characteristics (but not housing type) Location of a traffic generator Parking capacity on the street Add blocks to new zones or add to existing zones on a block-by-block basis
<p>Handling Households Close to the Boundary between two RPP Districts</p>	<ul style="list-style-type: none"> Some streets have designations for two zones (e.g., N Veitch Street is marked as “Zone 4/6”). Households on corner properties can get passes for two RPP zones. 	<ul style="list-style-type: none"> Permits from both zones would be valid on one block in either direction of a zone boundary Properties get passes for one zone
<p>“Grandfathering” Restrictions</p>	<p>Not applicable</p>	<ul style="list-style-type: none"> Grandfather only zone boundaries and hours of restriction