



Date of Council Meeting: October 13, 2015

**TOWN OF LEESBURG
TOWN COUNCIL WORKSESSION**

Information Memo

Subject: King Street Downtown Improvement Project - Use of parking space/loading zone areas.

Staff Contact: Scott E. Parker, AICP, Assistant Town Manager

Council Action Requested: None. Information only. This item is scheduled for a work session discussion on October 26, 2015.

Staff Recommendation: None at this time. Staff recommendation(s) will be provided at the Council work session of October 26, 2015.

Commission Recommendation: The Downtown Parking Task Force recommended that the Town should consider people “loading zones” to allow friends and family to drop off and pick up visitors to the downtown. These zones should be located throughout the downtown, and be improved with park benches to allow those waiting to be picked up a place to rest.

Fiscal Impact: Nominal dependent upon how space is used, metered, etc.

Work Plan Impact: None at this time.

Executive Summary: As part of the approved design of the west side of King Street between Market Street and Loudoun Street, the configuration of the street and widened sidewalk provides for two areas of approximately 44 feet in length at each end of the block. These areas were designed and approved by Town Council in September of 2010 to accommodate either two parking spaces each, loading zones, or a combination of both (see Attachment 1). Since discussion during approval of the Downtown Improvements project was focused mainly on the ultimate layout and design of the street and sidewalk, a Council decision on how to utilize these areas was deferred to such time as the construction was nearing completion.

Options that could be considered for the use of these spaces as parking, loading or a combination of both could include, but are not limited to:

- Automobile parking:
 - Metered spaces.
 - Non-metered spaces.
 - Time limit (15 minute, 30 minute, one hour, etc.).

- Loading zone:
 - Passenger loading.
 - Commercial loading.
 - Allowable time frame (ie: 7:00 pm to 6:00 am, 15 minutes only, etc.)

- Combination of parking and loading zone:
 - Loading when not metered.
 - Unmetered parking and loading together as available.
 - One area loading and one area parking

Depending on the option chosen, an amendment to Article V of the Town Code (Stopping, Standing and Parking) may be necessary in order to create a metered zone that allows less than two hours of parking. Designations of unmetered spaces and/or loading zones are regulated by the Town Manager, and would not require an amendment to the Town Code.

Background: In September of 2010, the Town Council approved the Downtown Improvement Project. Since that time, the layout and design of the west side of King Street side has been discussed on various occasions. The approved plan, as shown on Attachment 1, removes eight of the 12 existing parking spaces on the street in order to accommodate wider sidewalks.

The space that was left for the potential accommodation of the remaining four spaces are at each end of the block near the intersections of King Street and Market Street, and King Street and Loudoun Street, and are each 44 feet in length. This length is enough to accommodate two parking spaces or a loading area in each area. Town Council direction on the use of these spaces as parking, loading, or a combination of both, was deferred until construction in these areas was nearing completion.

In the summer of 2015, construction began on the west side of King Street, and substantial completion is anticipated in November 2015. Town Council direction on the use of the spaces will not affect construction, but how the spaces are used should be determined before completion in order to provide meters and/or appropriate signage.

It should be noted that using the parking areas as loading in any form would require a minimum of two signs (one at each end) to inform the public. If the spaces are to be metered parking only with loading occurring outside of metered hours, no signage would be required.

Currently, loading zones are located at the following areas (see Attachment 2):

- Mid-block of King Street near the Leesburg Walk to the garage (signed as loading only, 7:00 am to 6:00 pm).
- King Street near the intersection of Market Street (in front of China King) adjacent to yellow painted curb (signed loading only, 7:00 am to 6:00 pm).
- Market Street (south side) at the end of the block near the intersection with King Street (signed loading only, 7:00 am to 6:00 pm) along with a dedicated space for the Leesburg Police.
- Loudoun Street on the north side:
 - At the intersection with King Street on the east side (adjacent to Four Shabby Chicks antiques).
 - At the intersection with King Street on the west side (adjacent to the Leesburg Vintner).

All of the loading areas not on King Street will remain after construction is complete. The mid-block loading on King Street will be replaced by the sidewalk widening on the west side of King Street, and the space marked for loading near China King is undetermined.

The general direction of the Council during the approval of the King Street design in 2010 was to utilize the spaces on King Street as parking. If the spaces were to be left as parking, there are different forms this could take. The first would be to meter the spaces. Staff has spoken to a few merchants along the street, and they have stated that regardless of how the spaces are used, the time limit should be short. Some suggestions have ranged from 15 minutes to 30 minutes only. While enforcement of this could be challenging, it would encourage turnover of the spaces. Currently, all meters in Town (except in front of the Post Office on Market Street) have a two hour time limit. In order to create a metered zone for parking less than two hours, a text amendment of Article V of the Town Code (Stopping, Standing and Parking) would be required.

Another option for parking of vehicles in these spaces would be to implement a time limit, but not have meters. This approach could be commensurate with recommendations that were presented by the Downtown Parking Task Force in June of 2015 which suggested the following:

Drop-off /Pick-up Zones – Similar to what is found at metro stations and airports, the Town should consider people “loading zones” to allow friends and family to drop off and pick up visitors to the downtown. These zones should be located throughout the downtown, and be improved with park benches to allow those waiting to be picked up a place to rest. These areas would be especially helpful for those who may not have handicap parking privileges, but would benefit from friends or family retrieving a car from a more remote parking area, and then coming back to pick up the rest of the party.

If the spaces were to be used for this option, but longer parking times were to be allowed (such as 15 or 30 minutes), signage and enforcement of the spaces would be needed in order to prevent longer term parking.

In addition to the loading zones currently available on King Street, businesses utilize the current metered spaces as loading when they are available. This typically occurs earlier in the morning (before 9:00 am) when available spaces are common. Trucks will also use the areas that have yellow painted on the curbs at the intersections for short term deliveries.

The post construction spaces at the ends of the block could be used for loading. While it could be accommodated, it is not recommended that the areas be used for commercial loading exclusively. It is anticipated that whatever the configuration of the spaces, loading could be accommodated by either designating times such as “loading only before 10:00 am” for example, or allowing the spaces to be used as they currently are (loading when available in the morning or throughout the day).

Attachments:

1. Post construction King Street
2. Aerial view of loading zones in the vicinity



South King Street
Downtown Improvements
Loudoun Street to Market Street

Leesburg Antique Emporium
32 South King

Four Shabby Chicks
30 South King

Windy City Red Hots
28 South King

Blue Mountain Cafe
26 South King

Leesburg Psychic
24 South King

AH&T Insurance
20 South King

Little Wedding Studio
18 South King

Very Virginia Shop
16 South King

The Other Kind of Jewelry Store
14 South King

12 South King

Chimole
10 South King

Social Butterfly / CPTV
8 South King

Middleburg Bank
4 South King

Sona Bank
1 East Market

Leesburg Vintner
29 South King

Savannah's
27 South King

Coldwell Banker
25 South King

Georgetown Cafe
21 South King

King's Tavern
19 South King

Rouge Spa & Boutique
17 South King

Old Town Grill
15 South King

Caulkins Jewelers
11 South King

Leesburg Diner
9 South King

The Wine Kitchen
7 South King

China King
5 South King

Merrill Lynch
3 South King

Stockman Title / Atoka Properties
1 South King



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