



**Date of Council Meeting: September 27, 2016**

**TOWN OF LEESBURG  
TOWN COUNCIL MEETING**

**Subject:** Residential Permit Parking for Meadows Lane NE.

**Staff Contact:** Renée M. LaFollette, P.E., Director, Public Works and Capital Projects  
Calvin K. Grow, Transportation Engineer, Public Works and Capital Projects

**Council Action Requested:** None.

**Staff Recommendation:** The Department of Public Works and Capital Projects recommends that a Public Hearing be held per Section 32-240(b) of the Town Code which is required prior to designating any residential permit parking zone.

**Commission Recommendation:** Not applicable.

**Fiscal Analysis:** This item does not impact the Department of Public Works and Capital Projects operating budget.

**Work Plan Impact:** None.

**Executive Summary:** Residents of the Meadows Lane NE area (Loudoun Hills) have requested the designation of a residential permit parking zone.

**Background:** Some of the residents in the Loudoun Hills Subdivision have requested the designation of a residential permit parking zone by means of a signed petition. Residents have expressed concern regarding the lack of available on-street parking from 10:00 p.m. to 6:00 a.m.

The Leesburg Police Department conducted a preliminary survey on September 7, 2016 at 3:00 a.m. The results are tabulated in the attached Parking Survey which reveals that this street meets the following sections of the Town Code:

1. Section 32-240(d)(1)a of the Town Code is met since the total number of curbside parking spaces occupied by vehicles during the survey equaled or exceeded seventy-five percent (75%) of the number of curbside parking spaces.
2. Section 32-240(d)(1)b of the Town Code is met since the total number of curbside parking spaces occupied by vehicles whose operators do not reside within the proposed residential permit parking zone equaled or exceeded twenty-five percent (25%) of the total number of occupied curbside parking spaces.

After the Public Hearing, Town staff will review all comments and send a recommendation to the Town Manager. The community will then be notified by letter. Permit parking materials

will be distributed by the Finance and Administrative Services Department. Distribution of the permit parking materials requires sending notices, processing applications from each household and verifying terms such as vehicle registration and residency, and payment of a \$1.00 fee per vehicle permit.

Each household is eligible for the following:

- ✓ To apply for a permit for each appropriately registered vehicle at each home address.
- ✓ To receive two (2) visitor passes.
- ✓ To receive special passes from the Town Manager for temporary, and limited, one-time events.

A vehicle parked in designated permit parking areas without a permit or related pass is subject to ticketing, fines, and towing.

Town neighborhoods that have completed this process, and have assigned residential permit parking include:

1. Appletree Drive from Birch Street to Plaza Street (10:00 p.m. to 6:00 a.m.)
2. Birch Street from Cherry Lane to Appletree Drive (10:00 p.m. to 6:00 a.m.)
3. Cherry Lane from Edwards Ferry Road to Birch Street (10:00 p.m. to 6:00 a.m.)
4. Church Street from Cornwall Street to North Street (9:00 a.m. to 5:00 p.m., M-F)
5. North Street from North King Street to Wirt Street (9:00 a.m. to 5:00 p.m., M-F)
6. Cornwall Street from Liberty Street to Memorial Drive (9:00 a.m. to 5:00 p.m., M-F)
7. Mayfair Drive from Edwards Ferry Road to North Street (10:00 p.m. to 6:00 a.m.)
8. Edwards Ferry Road from Mayfair Drive to Washington Street (10:00 p.m. to 6:00 a.m.)
9. Royal Street from Wirt Street to Liberty Street (partial) (9:00 a.m. to 5:00 p.m., M-F)
10. Cornwall Street NE from Church Street NE to Slack Lane NE (9:00 a.m. to 5:00 p.m., M-F)
11. 400 Block of Belmont Drive (9:00 a.m. to 4:00 p.m., M-F)
12. Cornwall Street NE between South King Street and Church Street NE (9:00 a.m. to 5:00 p.m., M-F)
13. Plaza Street NE between Edwards Ferry Road and North Street NE (10:00 p.m. to 6:00 a.m.)
14. Liberty Street NW between West Market Street and Cornwall Street NW (9:00 a.m. to 5:00 p.m., M-F)
15. Slack Lane NE between Cornwall Street NE and North Street NE (9:00 a.m. to 5:00 p.m., M-F)

**Attachments:** (1) Map – Permit Parking Zone, 10:00 p.m. – 6:00 a.m.

(2) Parking Counts

(3) Signed Petition, received August 24, 2016

(4) Public Notice



PARKING SURVEY ON MEADOWS LANE NE

Date	Time	Number of Existing On-Street Parking Places	Total Spaces Occupied	Number of Spaces Occupied by Vehicles Whose Operator <b><u>DOES NOT</u></b> Reside Within the Proposed Limits	Percentage of Spaces Occupied by Non-Residents vs. Number of Residents	Number of Spaces Occupied by Vehicles Whose Operator <b><u>DOES</u></b> Reside Within the Proposed Limits	% of Spaces Occupied
9/7/16	3:00 A.M.	151	151	59	39%	92	100%

**PETITION TO THE TOWN OF LEESBURG**  
**FROM THE RESIDENTS OF MEADOWS LANE**

We, the residents of Meadows Lane and Fort Evans Road of the Loudoun Hills Community Association in Leesburg, VA, petition the Town of Leesburg to institute permitted parking only on our street from 7pm-7am. The traffic on our streets is such that we are unable to find parking within the community and our streets are being used for parking by surrounding apartment complexes. Please consider adopting a policy that will make Meadows Lane permit parking only available to residents.

Name	Address	Signature
Elmer Portillo	209 Meadows Ln	
Tyann Wright	154 MEADOWS LN	
Maximina Bonilla	189 Meadows Ln	
Permelia Mossburg	233 Meadows Ln	
Jennifer Lovelace	141 Meadows Ln	
Ana Rivas	103 Meadows Ln	
Miguel Vasquez	191 Meadows Ln	
Karla Reyes	153 Meadows Ln	
ROBERT AMIREZ	135 MEADOWS LANE	
Edgar Hernandez	164 Meadows Ln NE	
Ana martinez	162 Meadows Ln NE	
William Mendoza	169 Meadows Ln	
Miriam Carolina Escribano	151 Meadows NE	
Almiria E. Mendoza	191 Meadows Ln	
John Ecker	143 Meadows Lane NE	
Andrea Grooms	157 Meadows Lane NE	
MARICEL PARIENTE	189 MEADOWS LN NE	
Trudy Thompson	206 Meadows Ln NE	
Miguel Vasquez	191 Meadows Ln NE	
Jon Hunt	243 Meadows Ln NE	
David Alderman	265 Meadows Ln NE	
Arlene Davis	115 Meadows Lane	
Brey	264 Meadows Ln	
Francisco Ruiz	264 Meadows Ln	



**PETITION TO THE TOWN OF LEESBURG**  
**FROM THE RESIDENTS OF MEADOWS LANE**

**RECEIVED**  
**JUL 18 2016**  
**BY: \_\_\_\_\_**

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Name	Address	Signature
DAVID D. BIERSONE	208 Meadows Lane	[Signature]
Patricia Quiróz	210 Meadows Lane	[Signature]
José Gómez	228 Meadow Ln	[Signature]
Jose A Garcia	166 Meadows LN NE	[Signature]
MIZANUR RAHMAN	184 MEADOWS LN NE	[Signature]
Fahia Rahman	184 meadows ln ne	Fahia Rahman
Houzia BOUATBA	182 Meadows LN NE	[Signature]
Betty Hauff	183 meadows LN	Betty Hauff
Armidio Vasquez	191 Meadow Ln	[Signature]
Bonella Bonello	189 Meadows Ln NE	[Signature]
Sarah Tjader Hall	185 Meadows Ln NE	Sarah Tjader Hall
Jose Angel Hernandez	179 Meadows Ln NE	[Signature]
Kevin Sizer	177 Meadows Ln	[Signature]
PATRICIA HOPKINS	173 MEADOWS LN	P.C. Hopkins
AARON HOPKINS	173 MEADOWS LN	[Signature]
Mark Proulx	171 Meadows Ln	[Signature]
Kenna Barrel	165 Meadows Ln	[Signature]
Sam Jenkins	169 Meadows LN	[Signature]
Robert G. Varner	188 Meadows LN	[Signature]
Daniel W. Brown	188 Meadows LN	[Signature]
Adel Brown	182 MEADOWS LN NE	[Signature]

*[Handwritten mark]*





TOWN OF LEESBURG  
NOTICE OF PUBLIC HEARING  
TO CONSIDER  
A PROPOSED RESIDENTIAL PERMIT PARKING ZONE  
FOR MEADOWS LANE NE

The **LEESBURG TOWN MANAGER** will hold a public hearing in the Town Council Chambers, 25 West Market Street, Leesburg, Virginia on **TUESDAY, SEPTEMBER 27, 2016 at 7:30 p.m.** on a proposed Residential Permit Parking Zone designation for Meadows Lane NE.

Additional information concerning this proposed Residential Permit Parking Zone is available by contacting Calvin K. Grow, Transportation Engineer at 703-771-2791 or email at [cgrow@leesburgva.gov](mailto:cgrow@leesburgva.gov).

At this hearing, all persons desiring to express their views regarding this matter will be heard. Person requiring special accommodations should contact the Clerk of Council at 703-771-2733, one day in advance (TTD 703-771-4560).