

Prince William County Residential Traffic Management Guide



2020

Introduction

Prince William County (PWC) and the Virginia Department of Transportation (VDOT) each have specific responsibilities related to traffic in residential communities. Both are partners in the administration of these policies and procedures.

County Transportation staff encourages developers to incorporate the enclosed traffic management techniques into their strategies for street designs within development plans.

The Prince William County Traffic Management Guide is updated periodically as policies are developed and adopted.

All of these policies and procedures are subject to change by VDOT and/or Prince William County. Please refer to the specific policy sections in this guide for details.

For questions on any of the enclosed policies please contact Richard Weinmann at 703-792-8002, or email RWeinmann@pwcgov.org, or contact the Prince William County Department of Transportation at 703-792-6825.

Acronyms Listing

BOCS	Board of County Supervisors
CTB	Commonwealth Transportation Board
DTE	District Traffic Engineer
FHWA	Federal Highway Administration
HOA	Homeowners Association
MUTCD	Manual on Uniform Traffic Control Devices
NOVA	Northern Virginia
PMSD	Pole Mounted Speed Display
PWC	Prince William County
PWPD	Prince William County Police Department
PWC DOT	Prince William County Department of Transportation
TRIP	Transportation Road Improvement Program
VDOT	Virginia Department of Transportation
PMSD	Pole Mounted Speed Display

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Policy Summaries

The Prince William County/VDOT Residential Traffic Management Guide includes:

- Residential Traffic Calming Policy
- Pole Mounted Speed Display (PMSD) Policy
- Cut-Through Traffic Policy
- Through Truck Restriction Policy
- Additional Fines for Speeding Policy
- Watch for Children Signing Policy
- Policy for the County Ordinance 13-320.1 on the Restriction of Watercraft, Boat Trailers, Motor Homes and Camping Trailers
- Prince William County Parking Restrictions Policy
- Prince William County Code - Sec. 13-320. General Parking Prohibitions

Residential Traffic Calming Policy

Traffic calming plans are developed in cooperation with the community, County and state staff. Funding is from the Transportation Road Improvement Program (TRIP) until these funds are depleted. Residential traffic calming focuses on slowing traffic in communities where cut-through traffic is not a problem. When most of the traffic volumes and speeding is generated from within the neighborhood, residential traffic calming can implement measures to reduce speeds. As with all options available in this residential traffic management guide, established criteria must be met for roads to be eligible including recording 24-hour average speeds of 30 mph or greater in at least one direction and a daily traffic volume of between 600 – 4000 vehicles per day. Residential traffic calming focuses on slowing traffic without restricting access (left or right turn restrictions). Traffic calming devices are typically separated by at least 1,000 feet between each measure.

Techniques for traffic calming in Prince William County may include:

1. Speed Tables
2. Raised Crosswalks
3. Crosswalk Refuges/Raised Median Islands
4. Chokers
5. Chicanes
6. Traffic Circles and Roundabouts
7. Additional Fines for Speeding
8. Pavement Marking/Lane Narrowing
9. Pole Mounted Speed Displays

Pole Mounted Speed Display (PMSD) Policy

This program allows for the use of a Pole Mounted Speed Display (PMSD) when conditions are such that conventional adopted traffic calming measures may not be applicable. The average daily traffic volume should exceed 1,000 vehicles per day and the devices can be considered on roads with posted speed limits above 25 mph. In all cases, the street must have a documented traffic speeding problem and community support for the PMSD.

Cut-Through Traffic Policy

In 1989, the Commonwealth Transportation Board (CTB) identified and addressed cut-through traffic problems on secondary roadways in Virginia in the original Cut-Through Policy and Procedures Manual. Residential cut-through traffic involves vehicles that pass through a specific residential area without at least one trip end within the area. This cut-through traffic uses the local residential street system rather than the secondary road system intended for through traffic.

Cut-through traffic measures available include those listed under traffic calming with the addition of imposing access restrictions (left and right turn prohibitions). These measures are intended to make alternate routes more desirable. Funding for cut-through traffic measures is a VDOT responsibility.

Through-Truck Restriction Policy

This program restricts through-truck traffic on any part of a secondary roadway designated as a local or collector road that is residential in nature, if a reasonable alternate route is available. The restriction is not applicable to trucks passing through a specific residential area that make at least one trip end within the area such as trucks making deliveries or trash service.

Additional Fines for Speeding Policy

This policy can be considered on state-maintained roads that have a documented speeding problem. Motorists can be penalized up to \$200 above regular fines for speeding on designated roads. This legislation went into effect in July 1996 and requires at least 51% support from the residents of the road in question. In lieu of an individual street within a community having the additional fines, it is recommended that interested communities should pursue having their entire neighborhood considered for the program. Documented support is discussed in the policy details.

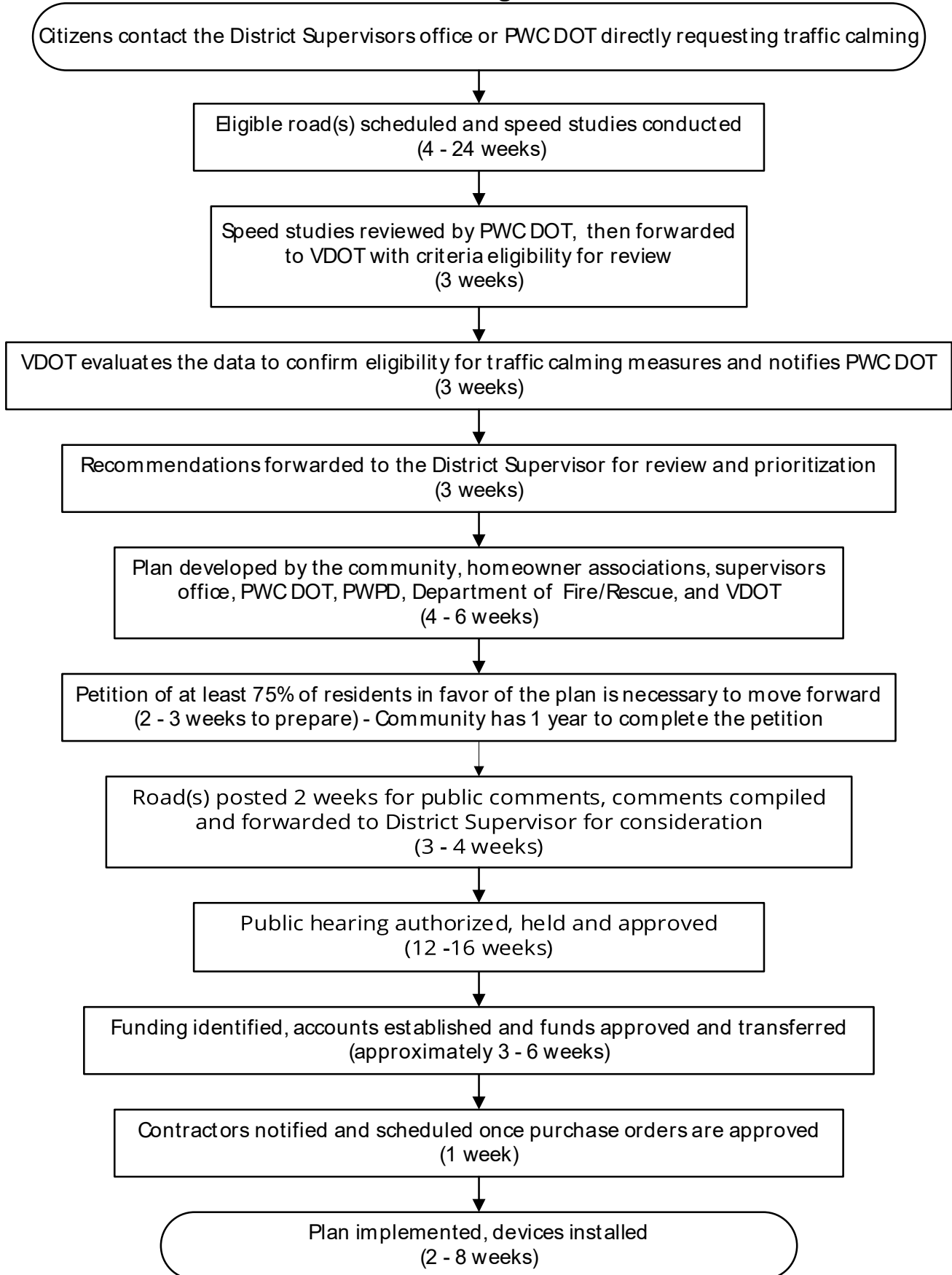
Watch for Children Signing Policy

Signs may be installed to alert motorists that children may be nearby. Residential roads that meet criteria are eligible. Individual streets and cul-de-sacs are not recommended for this signing program. Entrances to communities where the signs can encompass an entire neighborhood are encouraged. Requests associated with disabled persons are reviewed on a case-by-case basis by VDOT. In communities with homeowner's associations, the "watch for children" sign locations require the HOA's approval.

Documented Community Support - Petitions

Petition areas are developed in coordination between Prince William County Department of Transportation (PWC DOT) staff and the appropriate Supervisor's office. All petitions received must have dated signatures and petition language on each page submitted. They are valid for a period of (12) months and will be verified by PWC DOT staff to ensure compliance of the required percentages. One signature per household by a resident 18 years of age or older is required and signatures of renters are accepted. In certain instances, documented community support in the form of a resolution from the homeowner's association or board of directors supporting the proposed measure can be accepted in lieu of a petition.

Traffic Calming Flowchart



Residential Traffic Calming Policy



The Residential Traffic Calming Program focuses on slowing vehicles on local residential streets where "cut-through traffic" is not a problem. Traffic calming devices that can currently be incorporated into a traffic calming plan are as follows:

Physical Measures

1. Speed Tables
2. Raised Crosswalks
3. Raised Median Islands
4. Chokers
5. Chicanes
6. Traffic Circles and Roundabouts

Non- Physical Measures

7. Additional Fines for Speeding
8. Pavement Marking/Lane Narrowing
9. Pole Mounted Speed Displays

There shall be no more than four physical traffic calming devices on any emergency response route and no devices on designated primary response routes (excluding non-physical measures). This will be addressed on a case-by-case basis and coordinated with the Prince William County Department of Fire and Rescue to determine response routes during the development of any traffic calming plan. Physical traffic calming devices are typically placed at least 1,000 feet apart, need to be seen from at least 350 feet in advance of the device and must be at least 200 feet from the nearest intersection. All established criteria must be met, guidelines followed, and funding identified for a project to be implemented.

1. Support Data Requirements

The Board of County Supervisors must forward a formal request/resolution to VDOT requesting a traffic-calming project along with the following information:

- Petition with signatures – identified community support
- Street functional classification
- Average daily traffic volumes
- Average speeds
- Description of petition area
- Description of impacted areas

This support data provided by the County should verify that all requirements below are met. Typically, the appropriate County Supervisor's office provides the petition forms to the citizens whom in turn solicit the community support.

- a. **Eligible streets:** Local residential streets with posted speed limits of 25 MPH can be considered for traffic calming. A local residential street provides direct access to abutting residences (driveways) and provides mobility within the neighborhood. Traffic on these streets is expected to be entering or exiting residences.

Certain residential collector streets, although classified as collector roads may have the characteristics of local residential streets. These streets may be considered for traffic calming measures if they meet the established criteria.

All of the following criteria shall be met for consideration of traffic calming measures:

- 25 MPH posted speed limit
- Two lane roadways
- Have a documented speeding problem (24-hours average speed of 30 mph or more)
- Average daily traffic of 600 – 4,000 vehicles per day
- Identified community support for the traffic calming plan

- b. **Documented speeding problem:** The recorded average speed should be at least 30 mph in any one direction to qualify on a road posted at 25 mph (at least 5 mph over the speed limit). This should be reflected in the speed studies conducted by County staff. Due to limited County resources speed studies can be conducted up to two times every 5 years with at least one year between studies for a specific road or community. Speed studies are typically conducted on Tuesdays, Wednesdays, and Thursdays. Samples are collected over a 48-hour period, on non-holiday weeks and when weather permits.

- c. **Petition for traffic calming:** At least 75% of the total occupied households in the identified impacted area must sign a petition requesting traffic calming (one signature per household, which can be a renter). The petition area encompasses residences on the proposed street section under study, and all streets that have access to it. The County, in cooperation with the appropriate Supervisor's office will define the petition area. The impacted area typically includes the surrounding collector or arterial roads but should be defined by the County. The petition should not be circulated until it is verified that the street(s) in question meet the eligibility requirements. PWC DOT will verify that the petition is valid and forward to the VDOT District Traffic Engineer with the other necessary data.

Petition areas are developed in coordination between PWC DOT staff and the appropriate Supervisor's office. All petitions received must have dated signatures and petition language on each page submitted. They are valid for period of (12) months and will be verified by PWC DOT staff to ensure compliance of the required percentages. In certain instances, documented community support in the form of a resolution from the homeowner's association or board of directors supporting the proposed measure can be accepted in lieu of a petition. In unique situations where it is unsafe to solicit support door to door, alternative methods of identified community support can be considered.

2. Traffic Calming Plan Development

A local traffic calming committee should be formed to develop the traffic-calming plan. It should include representatives from the petition area, impacted area, homeowner associations, the Board of County Supervisors, PWC DOT staff, Police, Fire/Rescue, VDOT, and other interested parties. Because the impact of traffic calming measures will extend beyond the petition area, it is important to involve representatives from the entire vicinity.

The appropriate County Supervisor and homeowner's association are responsible for scheduling and facilitating meetings. County staff will provide technical support and advise the community of the potential advantages and disadvantages of calming measures. Educating participants about residential traffic management and traffic calming is important to a successful program. The proposed plan should be presented to citizens at a public meeting or by a petition, so the Board of County Supervisors can assess whether community support exists.

3. Approval and Implementation

The appropriate County Supervisor and VDOT must jointly approve the final plan and method of implementation. The final plan funding (which is typically through the Transportation and Road Improvement Program - TRIP) is a special fund outside traditional allocations that can be used for projects such as traffic calming. If TRIP funding is not available, then County safety funds can be considered.

4. Evaluation

After a reasonable period, a follow-up evaluation can be performed to determine if the calming measures are effective. This is typically done at least 6 months after the devices have been installed so the motoring public can become accustomed to them and adjust their driving habits accordingly. After evaluation, the County recommends removing any traffic calming devices, then funding for the removal should come from the same funding sources as implementation. Additionally, if an unforeseen safety problem develops, VDOT may decide to remove the traffic calming devices.

Traffic Calming Measures

Community awareness and education is an important first step. Residents should be made aware of speeding concerns and reminded about the importance of safe driving in their neighborhood. VDOT and PWC DOT staff are available to speak to homeowner associations about traffic calming measures. They can help raise community awareness about advantages, disadvantages, costs, and funding options.

Enforcement is traditionally the primary means of addressing speeding problems. Local police officers monitor and enforce the posted speed limit. Enforcement efforts should be undertaken as much as possible prior to implementing traffic calming measures.

Physical devices available are designed to reduce speed by creating vertical and horizontal shifts in the roadway or travel lanes. Non-physical devices such as pavement markings to narrow travel lanes and additional fines for speeding are low-cost measures that do not physically restrict driver maneuvers. In addition, a program called Pole Mounted Speed Displays (PMSD) is now an option.

Alternative actions need to be considered when traffic volumes on the study street are less than 600 vehicles per day or exceed 4000 vehicles per day. The roadway network in the area should be examined to identify potential improvements on major routes that may provide relief to the study street.

Traffic Volumes and Traffic Calming Measures

Traffic volumes on the residential street will determine the appropriate traffic calming measures which are as follows:

- Fewer than 600 vehicles per day
 - Education and Enforcement.
 - No physical traffic calming measures.
- 600 - 4,000 vehicles per day
 - Education and Enforcement.
 - All traffic calming measures can be considered.
- More than 4,000 vehicles per day
 - Education and Enforcement.
 - Alternative actions only.
 - No physical traffic calming measures.

Roads Not in the State Maintenance System

This Traffic Calming policy can be applicable to roads that have not been accepted into the state maintenance system. These roads, which are intended to be taken into the VDOT system, can follow the identical procedures as if the roads were in the system. The exception is that, in lieu of the Board of County Supervisors resolution requesting VDOT to install traffic calming measures, the request is made to the developer.

Private Roads

Traffic calming measures can also be implemented on private roads. Before the traffic calming measures can be implemented, the property owner, property manager or homeowners' association must submit a plan showing the proposed traffic calming measures to Prince William County for review. This typically involves a minor plan revision, and the plan can be submitted at the Plan Intake Counter in the Development Services Building, 5 County Complex Court, Prince William County, VA 22192. The traffic calming measures must meet all standards and requirements described in the Prince William County Design and Construction Manual (DCSM). All costs associated with traffic calming on private roads is the responsibility of the property owner or community that owns, operates and maintains the private road being considered. PWC DOT staff are available to work with communities and property owners/managers to offer guidance and technical assistance in the development of traffic calming plans on private roads.

Physical Traffic Calming Devices

1. Speed Tables

Description: A raised hump in the roadway with a 10-foot flat top, extending across the road at right angles to the traffic. The PWC adopted speed table is identical to a raised crosswalk with the difference being the signs and pedestrian ramps. The specifications are a 6 foot approach to a height of approximately +/- 3" - 4" with a 10 foot flat top and 6 foot decline back down to road level.

Placement: Spacing should be approximately at least 1,000 feet, clearly visible for at least 350 feet, placed at least 200 feet from intersections and include warning signs with appropriate pavement markings.

Advantage: Reduces speeds.

Disadvantages: Increases emergency response times, slows emergency vehicles and buses, creates potential drainage problems, impacts snow removal operations, increases noise and increases maintenance costs – especially with repaving.

Estimated cost: \$9,000 - \$12,000 per speed table.

2. Raised Crosswalks

Description: A raised hump in the roadway with a 10-foot flat top, extending across the road at right angles to the direction of traffic flow. The specifications are a 6 foot approach to a height of +/- 3" – 4" with a 10 foot flat top and 6 foot decline back down to road level. Identical to a speed table with pedestrian ramps, signs and markings.

Placement: Spacing should be approximately 500 – 1,000 feet, clearly visible for at least 350 feet and installed where a significant number of pedestrians cross the roadway. These should include advance-warning signs and appropriate pavement markings.

Advantages: Reduces speeds, provides improved visibility and pedestrian safety.

Disadvantages: Increases emergency response times and slows emergency vehicles and buses, creates potential drainage problems, increases noise, and increases maintenance costs.

Estimated cost: \$10,000 - \$20,000 per raised crosswalk.

3. Crosswalk Refuges/Raised Median Islands

Description: A raised median in the middle of the roadway with a cut provided for the crosswalk. Advance warning signing/pavement marking must be installed.

Placement: Where a significant number of pedestrians cross the roadway.

Advantages: Reduces speeds and increases safety for pedestrians.

Disadvantages: Increases maintenance costs, sometimes eliminates parking space near the device.

Estimated costs: \$10,000 - \$20,000 per crosswalk refuge.

4. Chokers

Description: A physical constriction built at the curbside of the roadway to reduce the width of the travel lane; the roadway must be at least 30 feet from curb to curb. Advance warning signing/pavement marking can be installed.

Placement: Normal turning radii should be accommodated with advance warning signs and pavement markings.

Advantages: Reduces speeds, provides parking protection and shortens pedestrian crossing distance

Disadvantages: Potential drainage problems, maintenance costs, sometimes eliminates parking space near the device.

Estimated cost: \$9,000 - \$15,000 per pair.

5. Chicanes

Description: Alternating constrictions built curbside to create a bend in the formerly straight street, forcing vehicles to negotiate the narrower street in a snake-like fashion.

Placement: Should accommodate normal turning radii, sets are to be placed 400-600 feet apart, feature advance warning signing/pavement marking and used only on roadways divided with a median.

Advantages: Reduces speeds, provides parking protection and shortens pedestrian crossing time and distance.

Disadvantages: Limited to divided roadways, creates potential drainage problems, and increases maintenance cost; sometimes eliminates parking space near the device.

Estimated cost: \$10,000 - \$20,000 per set.

6. Traffic Circles and Roundabouts

Description: Elevated area in the middle of an intersection that provides circular and counterclockwise traffic flow.

Placement: Street grades approaching the intersection should not exceed 10 percent. Entrances should be a minimum of 100 feet away on all approaches for traffic circles. This can be reduced for mini-roundabout type devices.

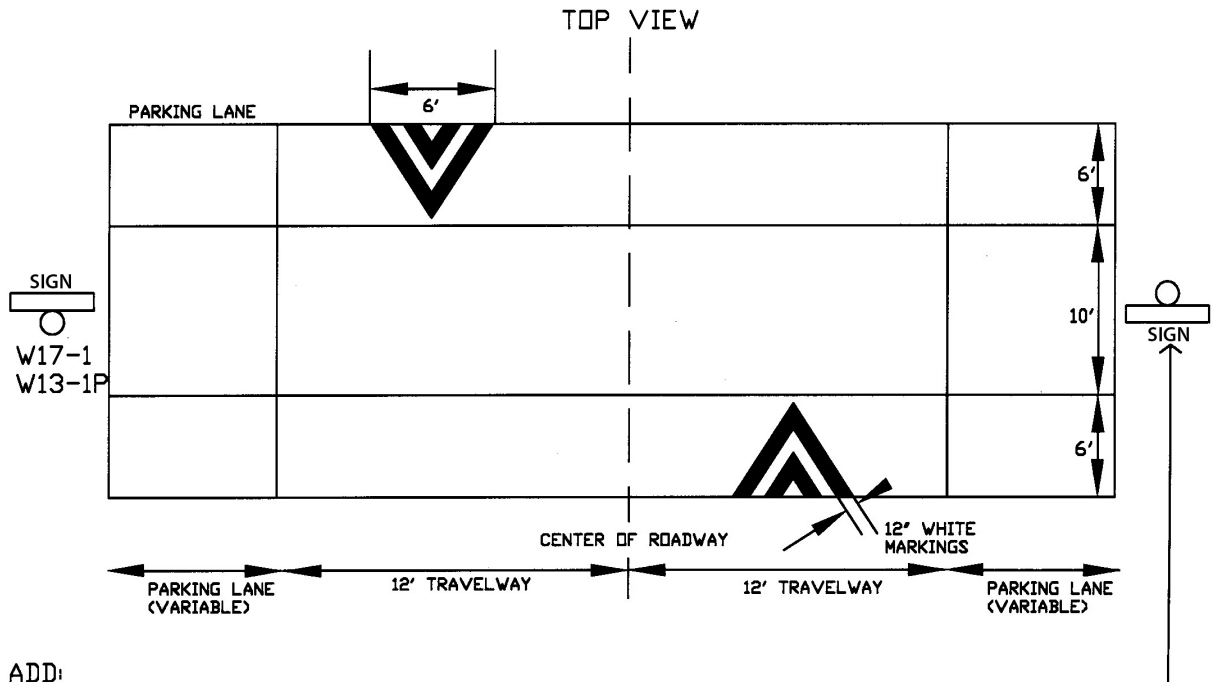
Design: *VDOT has adopted the FHWA 2000 Roundabouts Information Guide for the installation of roundabouts.*

Advantages: Reduces speed, mitigates left-turn accidents, increases aesthetics and can reduce accidents associated with multiway stops. Can also improve traffic flow through the intersection.

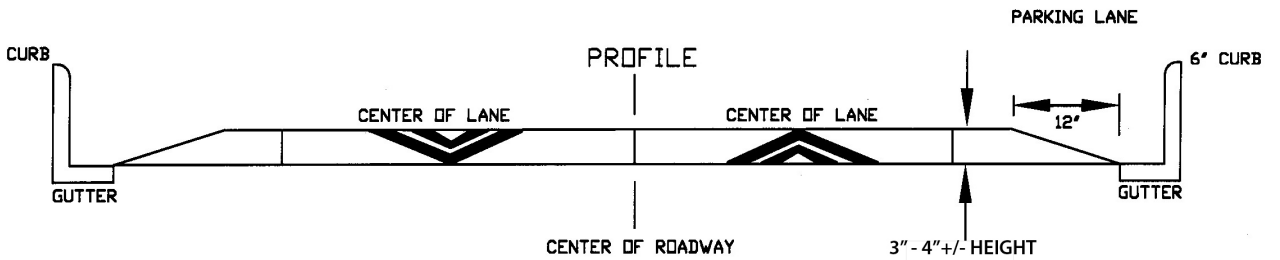
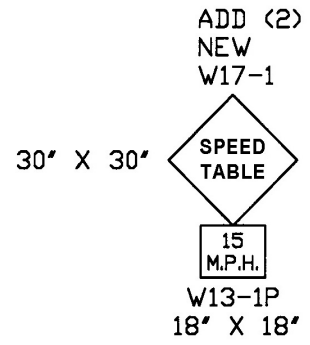
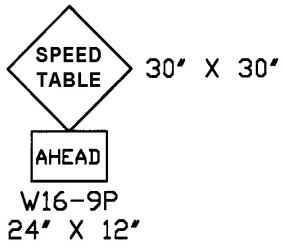
Disadvantages: Reduces parking spaces, often requires additional right-of-way and can impact drainage structures. Typically requires relocating pedestrian crossing locations.

Estimated cost: \$15,000 - \$250,000+ per circle/roundabout.

TYPICAL FOR SPEED TABLE



ADD:
 IN ADVANCE OF SPEED
 TABLE AT 300' +/-
 IN BOTH DIRECTIONS
 (2) NEW W17-1



Non-Physical Traffic Calming Devices

7. Additional Fines for Speeding

Description: Signs indicating there is the potential of an additional \$200 fine for speeding on designated streets or areas.

Placement: Below posted speed limit signs.

Advantages: Drivers are made aware that there is the potential of up to an additional \$200 fine for speeding in designated areas, low cost, only impacts drivers caught exceeding the posted speed limit.

Disadvantages: No physical means of making vehicles slow down and requires periodic enforcement.

8. Pavement Marking/Lane Narrowing

Description: Change in the roadway width or alignment to create a narrowing or shift in the travel lane resulting in a reduction of speed.

Placement: Varies on a case-by-case basis.

Advantages: Slightly reduces speeds.

Disadvantages: Can be expensive and eradication of markings scars the pavement. Effectiveness is typically nominal.

9. Pole Mounted Speed Display (PMSD)

Description: Speed display feedback sign that informs the motorists of their current operating speed digitally in addition to a static posted speed limit sign. Equipment used must meet VDOT specifications and criteria.

Placement: PMSD shall be installed beneath standard speed limit signs and be permanent at locations with a documented speeding problem. Requires a minimum line of sight to have sufficient time to measure and display the approaching vehicle's speed.

Advantages: These non-physical devices are ideal in situations where conventional traffic calming measures may not be an option.

Disadvantages: Cost and ongoing equipment maintenance. Effectiveness is most prevalent in situations where there is a change in posted speed limit or road condition. They are less effective deeper in residential neighborhoods. They are targets for vandalism.

Estimated cost: \$7,000 per unit.

Pole Mounted Speed Display (PMSD) Policy

Pole Mounted Speed Display (PMSD) signs provide a real-time, dynamic display of a driver's vehicular speed and are well-suited for situations when conditions are such that other adopted traffic calming measures are not applicable.

These signs are installed in conjunction with regulatory speed limit (R2- 1) or advisory speed signs in order to provide drivers with immediate confirmation of their actual speed in relation to the posted speed limit or advisory speed and have been successful in Prince William County under our pilot program.

PMSD signs are permanently installed with a concrete base where a long-term need is identified. Portable speed trailers and temporary speed display signs are similar to PMSD signs; however, since they are much more portable, their use is less prescriptive. Portable temporary units can be requested through the Prince William County Police Department as part of their speed enforcement initiatives.

Pole Mounted Speed Display Locations

To be considered for a PMSD, the following criteria must be met:

- The roadway segment under consideration is a *local/residential road or at a location of a change in roadway conditions (for example speed limit change or approach to a significant hazard such as a curve).
- No more than two lanes (one lane per travel direction).
- Posted speed limit of 35 mph or less.
- Have an identified speeding problem or a safety-related location (accidents).
- Average daily traffic of at least 1,000 vehicles per day.
- Community support for the device(s) consisting of a petition reflecting the support of at least 51% of the impacted community. In addition, all residents immediately adjacent to the proposed sign location(s) must have no objection.

*A local residential street provides direct access to abutting residences (driveways) and provides mobility within the neighborhood. Traffic on these streets is expected to be entering or exiting residences.

Safety-Related Locations

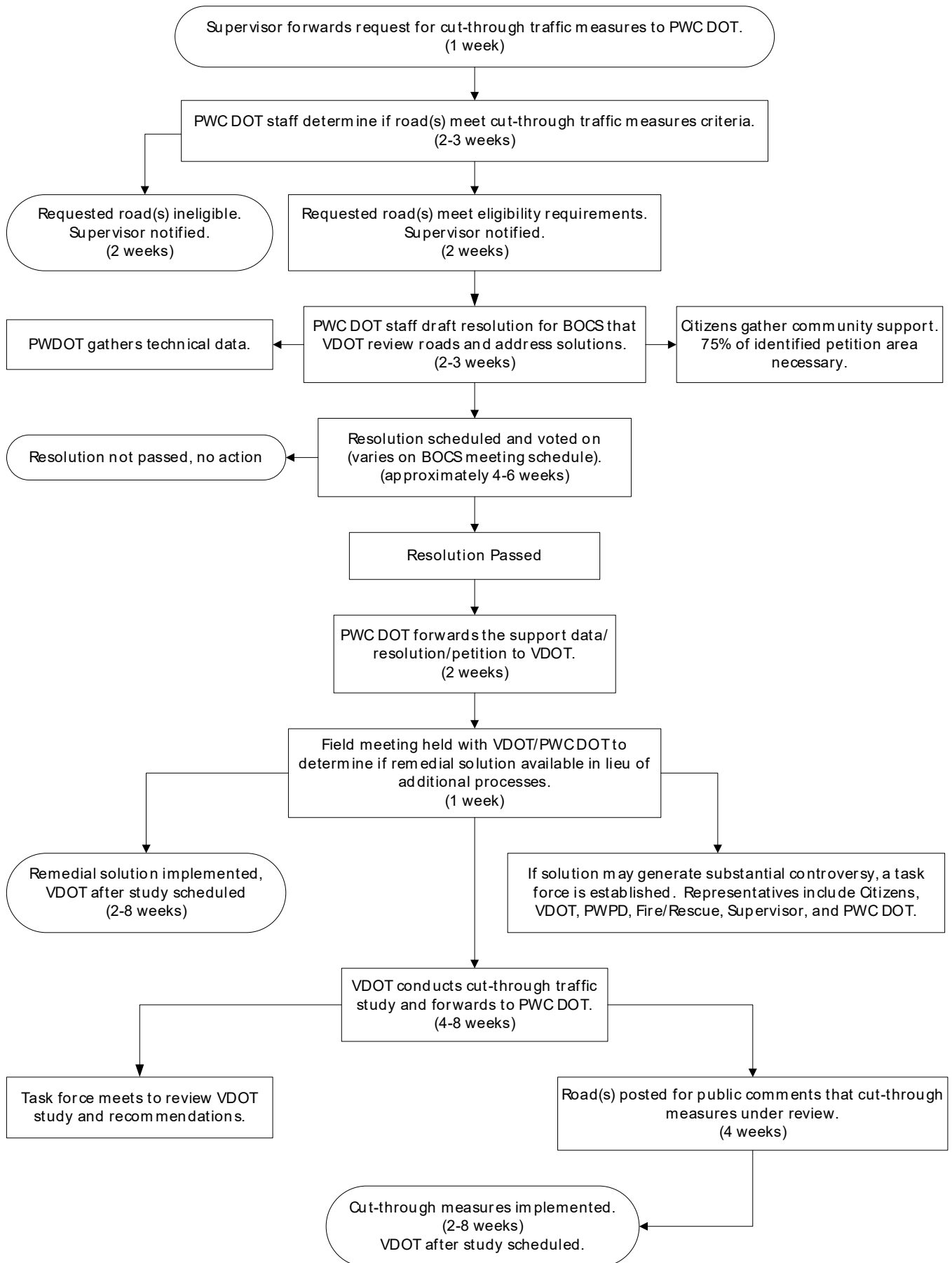
Other non-residential locations deemed appropriate by the VDOT Regional Traffic Engineer such as to encourage compliance with advisory speed conditions or to address locations with identified speed or pedestrian related safety concerns can be considered for a PMSD. For safety-related concern locations, a PMSD can be considered on multilane roads and roads with posted speed limits above 35 mph.

All PMSD signs require VDOT approval and are installed within state right-of-way under a VDOT permit.

Factors to consider when selecting a suitable PMSD location for both residential traffic calming and pedestrian or safety-related situations include but are not limited to:

- road geometrics
- line of sight considerations
- overhead tree canopy - in order for sunlight to charge the solar panels
- overhead utilities
- other factors that may impact the PMSD performance

Cut-Through Traffic Policy Flowchart



Cut-Through Traffic Policy



General

This policy identifies the specific responsibilities and requirements of VDOT and Prince William County regarding cut-through traffic on local residential streets. Measures available are identical to those used for traffic calming with the addition of turn restrictions, which can also be included in a cut-through traffic plan.

Eligible streets: Local residential streets with posted speed limits of 25 MPH can be considered for traffic calming. A local residential street provides direct access to abutting residences (driveways) and provides mobility within the neighborhood. Traffic on these streets is expected to be entering or exiting residences.

All of the following criteria shall be met for consideration of cut-through measures:

- 25 MPH posted speed limit
- Two-lane roadway
- Do not serve as primary access to any significant commercial or industrial sites
- Have a documented speeding problem
- Average daily traffic of 600 – 4000 vehicles per day
- Identified community support for the traffic calming plan

Certain residential collector streets, although classified as collector roads may have the characteristics of local residential streets. These streets may be considered for traffic calming measures if they meet the established criteria.

Definitions

Residential Cut-Through Traffic: Traffic passing through a specific residential area without stopping or without at least one trip end within the area. Cut-through traffic uses local residential streets rather than the local collector street system intended for through traffic.

Local Residential Streets: Streets within a neighborhood that provide direct access to abutting land uses and mobility within that locality. These are functionally classified by VDOT and generally must have driveways.

Primary Use Area: is the area which contains all the local residential streets within a community that may be affected by changes to the candidate street(s) for Residential cut-through traffic or by a change to any street that provides access to that community.

Responsibilities

County Responsibilities

The County is responsible for Initiating the residential cut-through traffic measures.

- Identification of the problem of residential cut-through traffic is done through resolution by the County Board of Supervisors requesting VDOT to review and address possible solutions. This request is submitted to VDOT Traffic Engineering, with the following support data compiled by County staff:
- Functional classification of the street(s) in question as a local residential street and its relationship to the comprehensive plan.
- Identification of the primary use area including all streets accessed primarily by using the study street(s) and associated roadway networks. The information will include the functional classification and relationship to the comprehensive plan for all streets in the primary use area.
- Verification by the County that cut-through traffic on the local residential street to be studied is 40% or more of the total one-hour single directional volume, with a minimum of 150 cut-through trips occurring in one hour in one direction. Acceptable planning techniques may be used to determine the amount of cut-through traffic. A description of the technique used should be provided to VDOT along with the vehicle volume data. Speed studies are typically conducted on Tuesdays, Wednesdays and Thursdays. Samples are collected over a 48-hour period, on non-holiday weeks and when weather permits.
- Verification by the County that the petition outlining the perceived problem area is signed by at least 75% of the total occupied households within the primary use area.
- Identification of alternate routes for through traffic if travel is restricted on the street(s) in question.

If these support data requirements are not met, the process is terminated.

VDOT Responsibilities

VDOT is responsible for completing a study of the roadway network identified in the formal request from the County. They will conduct this study in four phases:

1. VDOT Traffic Engineering will review and submit the adopted resolution along with any recommendations to the District Administrator.
2. When the County submits a study request to VDOT, a field meeting should be held between the County and VDOT staff. If a simple solution can be agreed upon at this meeting, an initial study or public hearings may not be necessary. VDOT should implement the solution, conduct an after-study and modify as needed. A task force should be established if the solution recommended is expected to generate a great deal of public interest or to significantly impact access and traffic circulation. The task force should include representatives from VDOT, Prince William County staff and residents.
3. As directed by the District Administrator, the District Traffic Engineer will conduct the necessary studies and evaluate the County's request. The District Traffic Engineer's study may include:
 - Detailed traffic counts on existing affected streets and potentially affected streets.
 - Intersection analysis on the proposed alternative route(s). Residential cut-through traffic measures can only be implemented if the alternate routes are acceptable.
 - Identification of potential adverse safety impacts.
 - Identification of the geometrics of the existing facilities in light of the traffic analysis.
 - Speed analysis of the affected streets.
 - Pedestrian circulation and safety analysis in the study area.
4. After conducting the traffic studies, the District Traffic Engineer will provide the District Administrator with findings and recommendations. These recommendations will provide alternatives for reducing residential cut-through traffic. It will include any sketches or diagrams necessary to implement the alternatives, as well as the impact of each alternative on the existing roadway network. The District Administrator will determine the appropriate alternatives.

If the County and the District Administrator fail to agree on the remedial measures to be implemented, the Board of County Supervisors may appeal to the Commonwealth Transportation Commissioner. The Commonwealth Transportation Commissioner will analyze all the supporting data and render a binding decision.

Joint Responsibilities

After receiving VDOT findings and recommendations, Prince William County will ask for comments from appropriate local agencies such as the Fire and Rescue Association, Police, and School Transportation.

VDOT and Prince William County will hold a public hearing to gain citizen input on the VDOT findings and recommendations. Advance notice of the public hearing must be provided by VDOT, including the following notice requirements:

- A notice placed by VDOT in a County newspaper once a week for at least two successive weeks.
- Notice posted by the County of the proposed hearing at the front door of the courthouse 10 days prior to the hearing.
- Signs placed by VDOT on the affected street(s) with a contact who can answer questions concerning the findings or recommendations.

The County will furnish a summary and transcript of the public hearing, and an approved resolution to VDOT.

Implementation

Remedial measures to minimize the residential cut through situation must be implemented in the following sequence:

- VDOT notifies the County and media of the action to be taken with a proposed date for implementation.
- Signs will be placed on the affected streets with the name and telephone number to call for more information about the pending action.
- VDOT will implement the remedial measures, some of which may be temporary to evaluate their effectiveness.

Evaluation

Remedial measures will be evaluated based on:

- The District Traffic Engineer will re-study the roadway network and convey their findings and recommendations to the District Administrator. This occurs after the remedial measures have been in place between 1 and 6 months.
- The District Administrator will review the District Traffic Engineer's report and provide information to the County.
- If it is determined that the implemented remedial measures are an appropriate action, the County will identify the source of any needed funding for permanent construction if necessary.

If it is determined that the implemented remedial measures are not appropriate, VDOT may terminate such measures and consider alternate measures. The District Administrator will notify the County on the next steps.

If the County does not agree with the remedial measures, it may appeal to the Commonwealth Transportation Commissioner. The Commonwealth Transportation Commissioner will analyze all the supporting data and render a binding decision.

Funding

Remedial measures utilized on approved local residential streets can be fully-funded with state secondary road funds with concurrence of the Board of County Supervisors or alternate measures.

Roads Not in the State Maintenance System

This Cut-Through Traffic policy can be applicable to roads that have not been accepted into the state maintenance system. These roads, which are intended to be taken into the VDOT system, can follow the identical procedures as if the roads were in the system. The exception is that, in lieu of the Board of County Supervisors resolution requesting VDOT to install cut-through traffic measures, the request is made to the developer.

Private Roads

Cut-through traffic calming measures can also be implemented on private roads. Before the cut-through traffic calming measures can be implemented the property owner, property manager or homeowners' association must submit a plan showing the proposed cut through traffic calming measures to Prince William County for revision. This typically involves a minor plan revision and the plan can be submitted at the Plan Intake Counter in the Development Services Building, 5 County Complex Court, Prince William County, VA 22192. The cut-through traffic calming measures must meet all standards and requirements described in the Prince William County Design and Construction Manual (DCSM). All costs associated with cut-through traffic calming on private roads is the responsibility of the property owner or community that owns, operates and maintains the private road being considered. PWC DOT staff are available to work with communities and property owners/managers to offer guidance and technical assistance in the development of cut-through traffic calming plans on private roads.

Local Residential Streets Not Meeting the Residential Cut-Through Traffic Support Data Requirements

Collector Roads

Some roads, although officially classified as a collector, function more like local streets where remedial measures may be appropriate. Further, VDOT recognizes that each County may have unique needs. It is difficult for VDOT to apply a statewide policy to meet these unique needs. VDOT will therefore cooperate with the County if a collector road requires remedial measures. The classification may be overlooked in the requirements. VDOT and the County will seek an agreement about remedial measures and the amount of VDOT funding participation (up to 50% of the cost) prior to any individual study being conducted.

Local Residential Streets Not Meeting Support Data Requirements

For local residential streets not meeting the support data requirements (such as insufficient cut-through traffic), VDOT will cooperate with the County if the County desires to pursue a more aggressive program.

An agreement must be reached between the County and VDOT as to the types of remedial measures and the amount of funding participation (up to 50% of the cost) before any individual study is conducted.

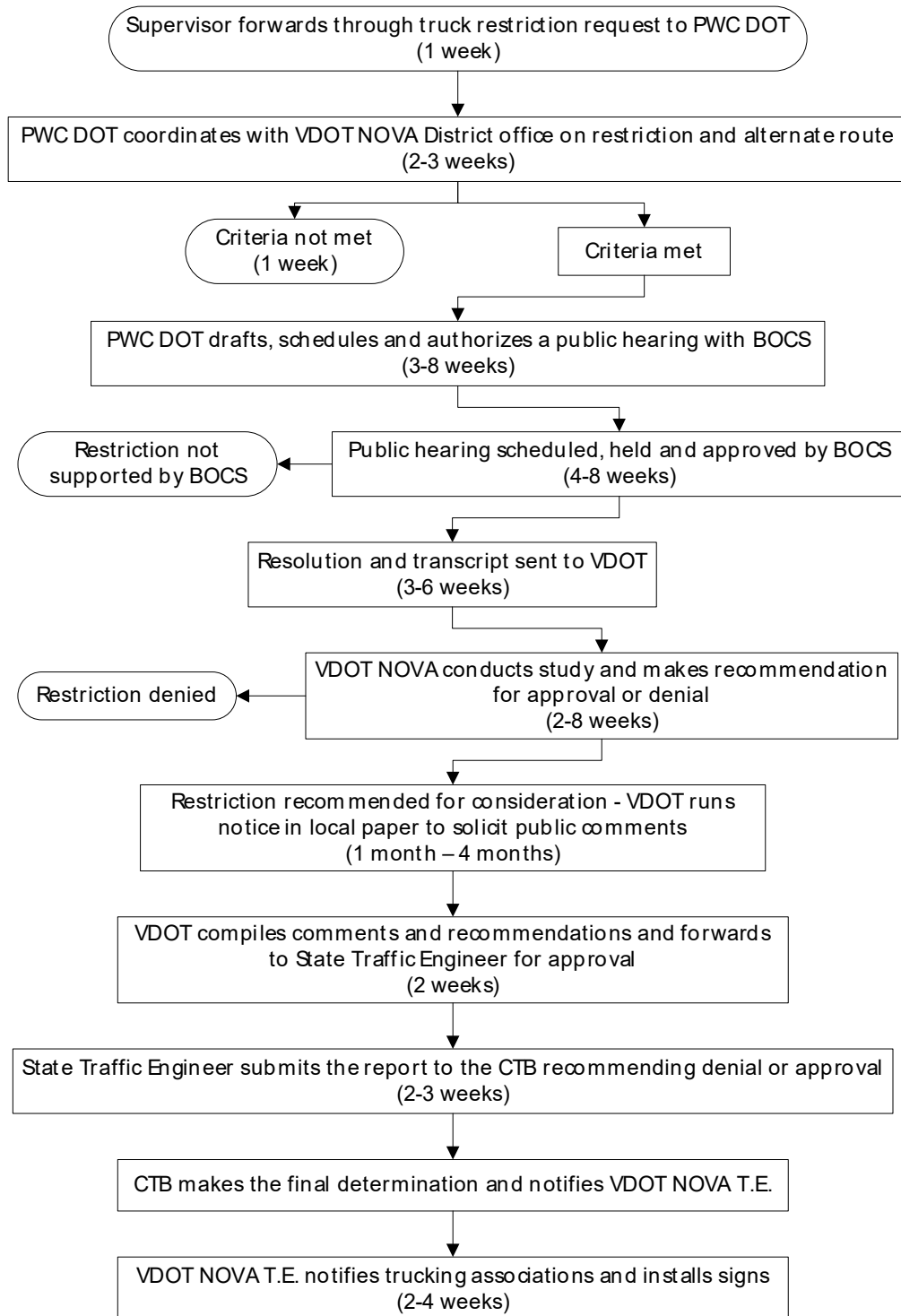
Memorandum of Understanding

Prior to implementation of remedial measures on individual collector roads and local roads not meeting the residential cut-through traffic support data requirements, a Memorandum of Understanding or Memorandum of Agreement shall be negotiated and agreed upon between the County and the VDOT District Administrator.

Allowable Remedial Measures

Traffic control techniques must conform to national standard practices for the type of road where the proposed remedial measures are to be placed. An example of a technique that cannot be used is the installation of multi-way stops on a collector road or on a Fire/Rescue primary response route.

Through Truck Restriction Flow chart



Through Truck Restrictions Policy



Procedures for Considering Requests for Restricting Through-Trucks on Secondary Highways

The County must take the following steps to restrict through-traffic on secondary roads as required by Section § 46.2-809. Regulation of truck traffic on primary and secondary highways of the Code of Virginia:

1. Hold a legally advertised public hearing, which must include:
 - A public notice with a description of the route(s) of the proposed through-truck restriction and alternate route(s) with the same termini. A copy of all public notices must be provided with this request.
 - A transcript of the hearing must be provided with the request to restrict through-trucks.
 - A copy of the adopted resolution describing the proposed through-truck restriction and a description of the alternative route with termini must be provided with the request.
 - Prince William County must include in the resolution that it will have the proposed restriction enforced by the appropriate local law enforcement agency.
 - A failure on the part of the County to comply with the above will result in the return of the request to the County for compliance.

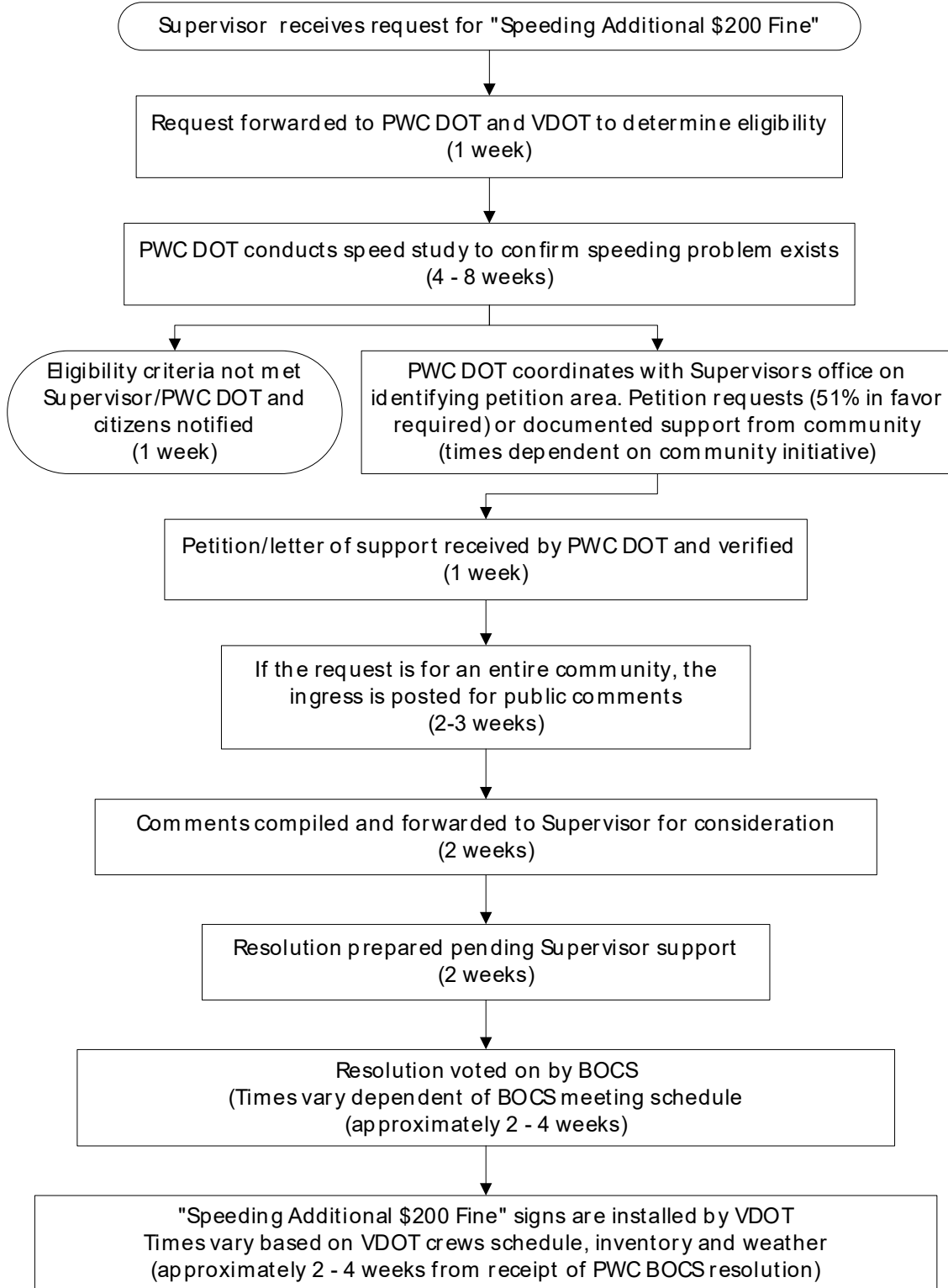
2. The County must make a formal request through VDOT, certifying that it has met all the requirements noted in item #1. VDOT, upon acceptance of the truck restriction request will forward it to the District Traffic Engineer requesting consideration of the restriction, which will entail a study to be completed by the NOVA District Traffic Engineering staff.
3. The District Traffic Engineer will evaluate the following data:
 - A. The functional classification for the routes(s) proposed for the restrictions and for the route(s) proposed as an alternative.
 - B. A traffic engineering study to include:
 - Traffic volumes by vehicle type and date(s) for the route(s) proposed for restriction and the proposed alternative routes.
 - A 12-hour origin/destination study of all trucks on the route(s) proposed for restriction by date.
 - The number and percentage of "through-trucks" on the route(s) proposed for restriction by date.
 - Comparison of driving runs on the routes proposed for restriction and alternate route(s) to indicate travel time/distance penalties or savings.
 - An inventory of roadway characteristics and geometrics for the route(s) proposed for restriction and the alternate route(s).
4. The District Traffic Engineer will secure and evaluate all available accident data for the route(s) proposed for restriction and the alternate route(s).
5. Following receipt of all requested data and information, the District Traffic Engineer will conduct a traffic and engineering study of the restriction request. This report will warrant action in one or more of the following categories:
 - Publish a public notice of the proposed restriction requesting written comment only.
 - Publish a public notice of the proposed restriction and advise of VDOT's willingness to hold a public hearing if requested.
 - Publish a public notice of the time and place of a public hearing on the proposed restriction.

If a public hearing is required, VDOT will hold the hearing in accordance with established procedures.

In conjunction with the publishing of the public notice, signs will be erected at each end of the proposed restricted routes advising of the proposed restriction and listing an address for the public to send comments. The signs will be placed for a period of thirty (30) days. A copy of the public notice will be sent to the Virginia Trucking Association for distribution to the trucking industry and other interested parties.

6. The District will draft a report, with their recommendation and all pertinent materials (i.e. transcript of public hearing, if held, copy of published public notice, and any written or oral comments received). This report will be sent to the local Commonwealth Transportation Board (CTB) Member for comments and approval. Once approved, the report is then forwarded to the State Traffic Engineer.
7. The State Traffic Engineer will review all data and material in addition to the District Traffic Engineer's recommendation. A report will be prepared and submitted to the Commissioner of the Commonwealth Transportation Board (CTB) recommending approval or denial of the proposed restriction.
8. Following approval from the Commonwealth Transportation Board (CTB), the District Traffic Engineer may notify the Virginia Trucking Association and will install signs on the route(s).

Additional Fines for Speeding Flowchart



Additional Fines for Speeding Policy



Background

Roads designated as having the \$200 fine in addition to normally imposed fines for speeding are posted as such below the existing speed limit signs. County and state staff found that once an individual street within a community had their road designated for the additional fines, other streets within the same neighborhood requested the signs to be installed as well. This required VDOT to post additional speed limit 25 MPH and additional fines for speeding signs. As communities became proliferated with these signs, we realized it would be more practical to have the entire community support the additional fines. Hence, it could be posted at the entry points of the neighborhoods where the existing speed limit signs are. The addition of the signs typically takes place beneath existing speed limit signs but will be reviewed on a case-by-case basis to determine if additional speed limit signs are necessary to clarify the designated area. An entire community can be subject to the additional fines for speeding without posting the individual streets within the community. For these reasons, we encourage that the neighborhoods become involved in designating additional fines for speeding for entire communities.

Purpose

The purpose of this policy is to address the issue of vehicles exceeding the posted speed limit on local residential and collector streets that have residential characteristics.

Petition for Speeding Additional \$200 Fine

At least 51% of the total occupied households in the impacted area must sign a petition requesting the additional fines for speeding. The petition area encompasses residences on the proposed study street section, and all streets that have access to it. Petition areas are developed in coordination between PWC DOT staff and the appropriate Supervisor's office. All petitions received must have dated signatures and will be valid for (12) months. These petitions will be verified by PWC DOT staff to ensure compliance of the required percentages. Typically, the appropriate District Supervisor's office handles providing the petition to interested citizens to gather support. Once received, the Supervisor's office forwards the petition to the PWC DOT for verification. The County will verify that the petition is valid and draft a resolution for the County Board of Supervisors requesting VDOT to impose the additional fines.

Based on the size of the community in question, the requirement for a petition may not be practical. In those cases, a resolution from the homeowner's association, board of directors or similar support can be used instead of a petition. This will be reviewed on a case-by-case basis and coordinated by County staff. If an entire community is requested for the additional fines, PWC DOT will post the entry points for public comments. These comments are compiled and forwarded to the appropriate County Supervisor for consideration.

CTB Policy

It is the Commonwealth Transportation Board's (CTB) policy that VDOT, upon a formal request from Prince William County, install these signs on local residential and collector streets. These streets must have a posted speed limit of 35 mph or less and be part of the VDOT system (no private roads are eligible for this policy). This policy is also not applicable to highways in the state primary system (roads with route numbers 600 and below). The warning signs advise motorists of an additional fine up to \$200 above other penalties provided by law, for exceeding the posted speed limit in certain designated residential districts.

Definitions

The following definitions apply to this policy:

- "**Local Residential Streets**" are roadways built as part of a residential development or a roadway where residential development has taken place resulting in a neighborhood or community resembling a residential development. Further, a local residential street must have residential units facing the street and provide driveway connections or curbside parking for a majority of the residential units.
- "**Collector Streets and Roads**" are roads exhibiting the residential characteristics listed for local residential streets as well as serving traffic movements between residential areas and major roadways.
- "**Residence District**" means the area bordering a road, not part of a business district, where 75% or more of the property along a distance of 300 feet or more on either side of the road is occupied by dwellings and land improved for dwelling purposes.

Criteria

To qualify for sign installation, a road(s) shall meet the following criteria:

- Documented speeding problem per the traffic calming requirements
- Meet the definitions of a local or residential street
- Have a posted speed limit of 35 miles per hour or less
- Gained community support
- Accepted into the state system (no private roads)

Responsibilities

County Responsibility

To initiate these procedures, Prince William County shall first request that VDOT conduct a review of the road(s) in question to verify eligibility. If criteria are met, the County will request by resolution that VDOT install the appropriate signs as stipulated.

This request shall be submitted to VDOT in the form of a resolution, along with the following support data:

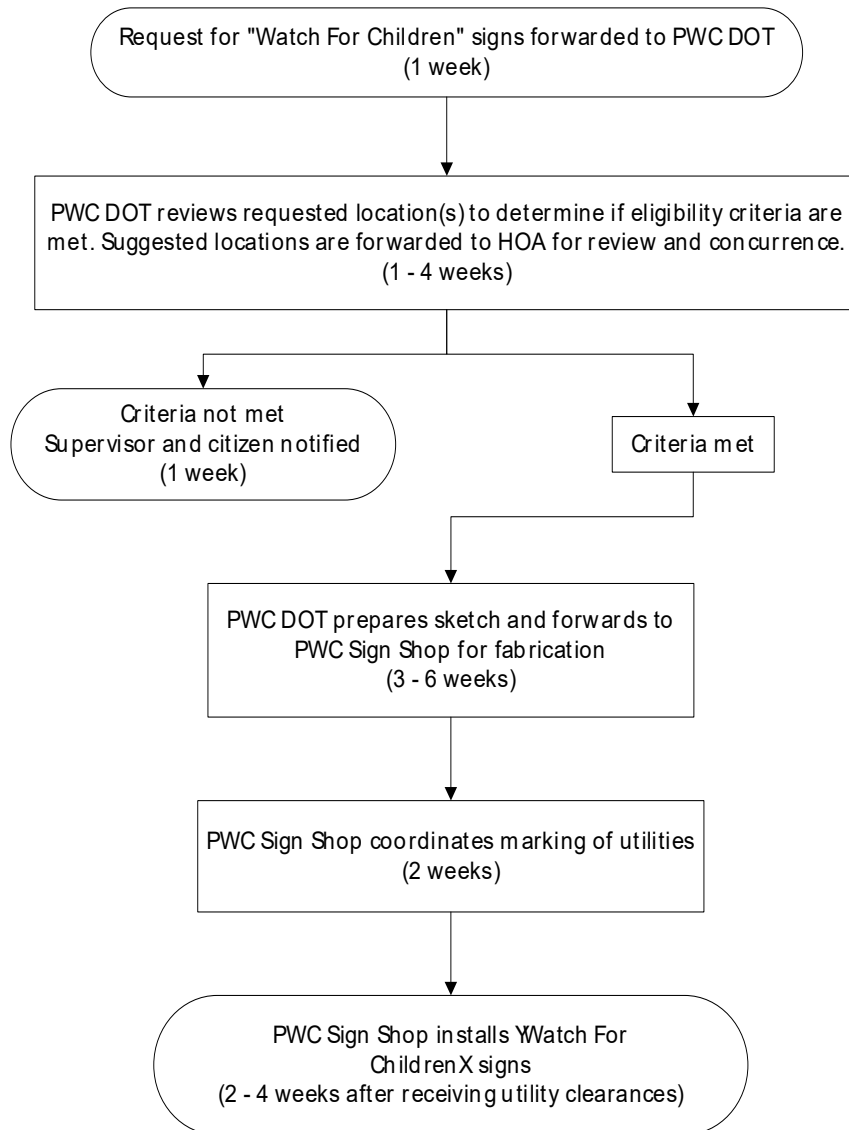
1. Identification of the neighborhood or specific road(s) where signs are requested.
2. Confirmation that the road(s) meet the definitions of local and collector streets as listed in this section definition.
3. Notification that a speeding problem exists and that the requested increased penalty has community support.

VDOT Responsibility

It is the responsibility of VDOT to review the requested road(s) in question to verify eligibility requirements. Then, to provide, install and maintain the signs once the resolution is received. The following procedure will be observed:

1. VDOT Traffic Engineering receives the request and confirms eligibility with PWC DOT.
2. VDOT, upon receipt of the adopted resolution and support data, will review the package and forward it to the District Traffic Engineer.
3. The District Traffic Engineer will review, reconfirm eligibility and forward a sketch to the VDOT Traffic Field Operations for sign installation. VDOT Traffic Engineering staff will inform County staff when the signs are installed.
4. Sign installation under this policy will typically take place within 60 days of the date the resolution is approved and received by the District Traffic Engineer.
5. The District Traffic Engineer or their representative will notify the VDOT Traffic Engineering Central Office of the location and date of installation of the signs so that records can be kept at their facility.

Watch For Children Flowchart



Watch for Children Signing Policy



Introduction

On July 1997, the Commonwealth Transportation Board (CTB) adopted this policy. In the 2012 General Assembly, HB 914 was passed to amend the Code of Virginia, which became effective July 1, 2012. The amended code provides that the County or town may install and maintain “Watch for Children” warning signs (W15-V1) at certain locations through an agreement with the Commissioner and that the County or town will pay for the associated purchase, installation and maintenance costs. The amended section deleted previous language stipulating the source of funding to be used by the County for such signs.

Installation and Maintenance of Certain Signs in Counties and Towns

The governing body of any County or town may enter into an agreement with the Commissioner allowing the County or town to install and maintain, at locations specified in such agreement, signs alerting motorists that children may be at play nearby. This Agreement for the Installation and Maintenance of Watch for Children Signs was approved on December 6, 2012. The cost of the signs and their installation shall be paid by the County.

“Persons with Disability” warning signs are installed and maintained by VDOT. Requests for “Persons with Disability” signs should be made directly to VDOT. PWC DOT staff can assist members of the community with the submitting these requests to VDOT.

We do not recommend posting individual streets with these signs since demographics constantly change (families). The result would be inherent disregard for the signs since they would be posted on every street in every community and there would be budgetary constraints of installing these indiscriminately countywide. With this in mind, it is recommended these signs be installed at entry points to communities.

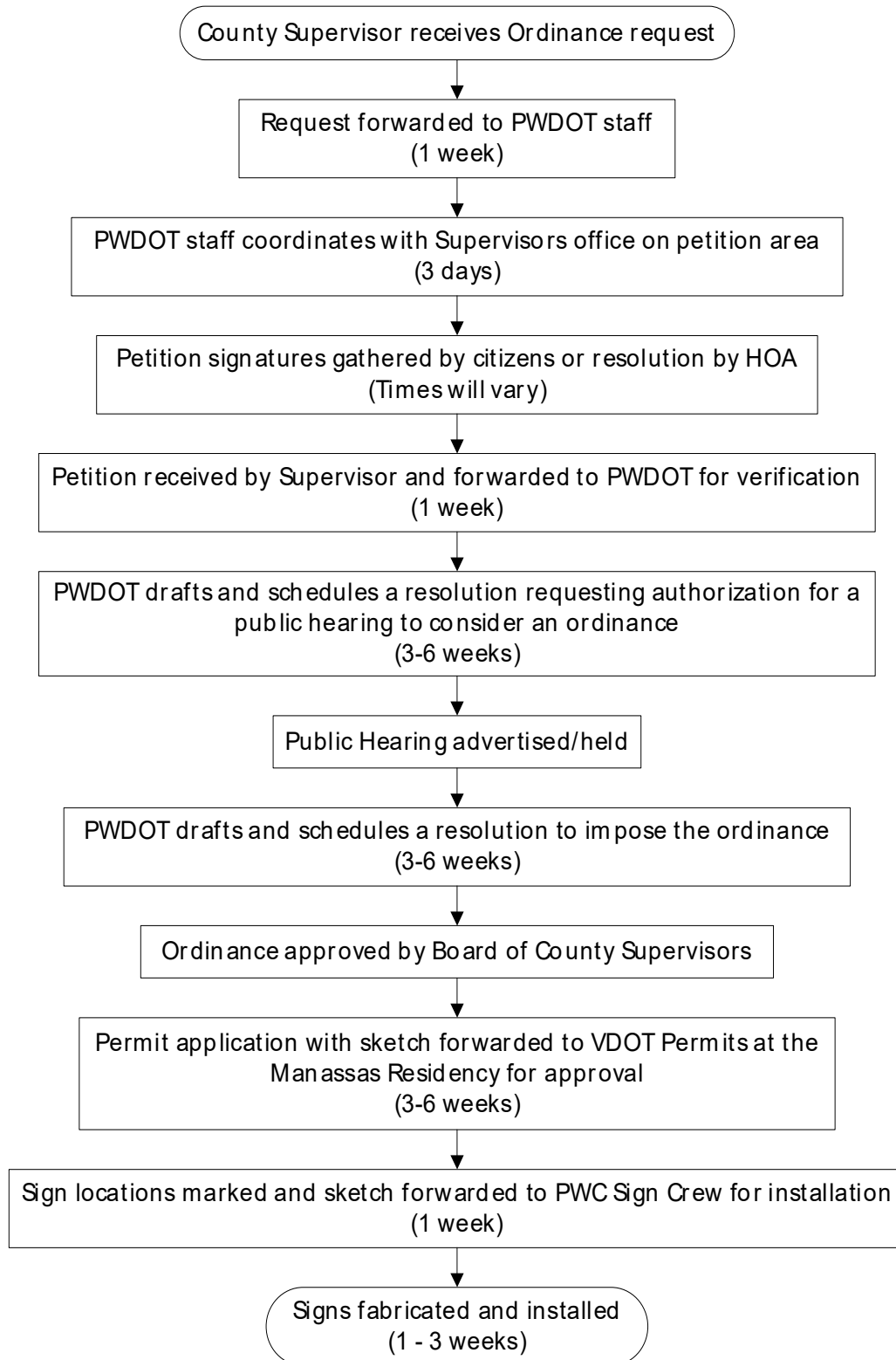
Process

Prince William County may install and maintain these signs. The following process has been established:

1. PWC DOT reviews the requested road(s) to determine if eligibility requirements are met.
2. After the review, the PWC DOT provides a sketch recommending the sign placement.
3. The source of funding for the installation of the signs is identified from:
 - a. county Traffic Safety Sign Budget; or
 - b. direct contributions/grants made for such purpose to the governing body;
or
 - c. other sources provided by Prince William County.
4. Generally, "WATCH FOR CHILDREN" signs are installed only on secondary roads within residential areas at entry points of communities.
5. Under a countywide VDOT permit, PWC DOT will install the "Watch for Children" sign(s).

All signs installed by PWC DOT under this policy will be designed in accordance with VDOT acceptable standards.

PWC County Ordinance 13.320.1 Restriction of Watercraft, Boat Trailers, Motor Homes and Camping Trailers Flowchart



Policy for the County Ordinance 13-320.1 on the Restriction of Watercraft, Boat Trailers, Motor Homes and Camping Trailers

Policy Overview

According to 13-320.1 of the Prince William County Code, the Board of County Supervisors (BOCS) can establish restricted parking areas for any or all of the following: watercraft, boat trailers, motor homes and camping trailers. This policy establishes the process by which citizens can seek the assistance of the Prince William County Department of Transportation in making requests for the establishment of restricted parking areas to the BOCS.

Entire communities, as well as sections of roads, can be considered as restricted parking areas given identified community support exists. The roads under consideration must be part of the VDOT secondary road system (accepted by VDOT) to be eligible for this ordinance.

Community Support

A petition with at least 51% of the identified households in support of the proposed restriction is necessary. Petition areas and affected households will be identified by PWC DOT staff in cooperation with the appropriate County Supervisor's office. The petition should identify the area and the extent of the restriction sought and should be submitted in the format provided by the PWC DOT. Requests can be made from homeowners' associations provided the request is accompanied by an approved resolution from the association asking for the establishment of the restricted parking area. This resolution had to have been adopted at a meeting of the association of which all members received notice in accordance with the association's bylaws, that a quorum of membership defined in the association's bylaws was present and voted on the resolution. This information must be included in the requesting association's resolution. A map shall also be attached from the requesting association reflecting the roads within the community to be covered under the ordinance.

Steps

The first step is for the requesting community representative to meet with PWC DOT staff to determine the state-maintained streets requested for the ordinance and confirm the terminus of the association's boundaries. This conformation is the responsibility of the requesting HOA and should be reflected in their resolution.

After the conclusion of the meeting, PWC DOT staff will draft an Authorization for Public Hearing that shall be scheduled once the HOA petition or resolution is received through the appropriate County Supervisor's Office. **Prior to any community formally considering this ordinance, they are strongly encouraged to coordinate with PWC DOT staff on the text of their resolution.**

Section 13-320.1 requires that all requests for the establishment of restricted parking areas for watercraft, boat trailers, motor homes and camping trailers go through the public hearing process. If, following the public hearing, the BOCS establishes the requested restricted parking area, PWC DOT will conduct field reviews to mark proposed sign locations in accordance with the resolution adopted by the BOCS.

Once sign locations are marked, the PWC DOT will forward a sketch with the resolution to the Virginia Department of Transportation (VDOT) for review and approval of the placement of the signs. Once approved, the signs will be installed by County forces on state right-of-way under permit.

Signs should be posted at the entry points to the community, or at the beginning and end of the restricted parking area if less than an entire community is designated. Sign wording shall be a standard format and will be modified on a case-by-case basis, if necessary, to most accurately notify the public of the existence and nature of the parking restriction adopted by the BOCS.

Code of Virginia

§ 46.2-1222.1. Regulation or prohibition of parking of certain vehicles in certain counties and towns.

- A. The Counties of Arlington, Fairfax, Hanover, Stafford, and Prince William and the Towns of Blackstone, Clifton, Herndon, Leesburg, and Vienna may by ordinance regulate or prohibit the parking on any public highway in such county or town of any or all of the following: (i) watercraft; (ii) boat trailers; (iii) motor homes, as defined in § 46.2-100; and (iv) camping trailers, as defined in § 46.2-100.
- B. In addition to commercial vehicles defined in § 46.2-1224, any such county or town may also, by ordinance, regulate or prohibit the parking on any public highway in any residence district as defined in § 46.2-100 any or all of the following: (i) any trailer or semitrailer, regardless of whether such trailer or semitrailer is attached to another vehicle; (ii) any vehicle with three or more axles; (iii) any vehicle that has a gross vehicle weight rating of 12,000 or more pounds; (iv) any vehicle designed to transport 16 or more passengers including the driver; and (v) any vehicle of any size that is being used in the transportation of hazardous materials as defined in § 46.2-341.4. The provisions of any such ordinance shall not apply to (i) any commercial vehicle when taking on or discharging passengers or when temporarily parked pursuant to the performance of

work or service at a particular location or (ii) utility generators located on trailers and being used to power network facilities during a loss of commercial power.

County Ordinance 13-320.1

Sec. 13-320.1. Designation of watercraft, boat trailer, motor home, and camping trailer "restricted parking" zones.

(A) Restricted parking. No watercraft, boat trailer, motor home (as defined in section 46.2-100 Code of Virginia), or camping trailer (as defined in section 46.2-100 Code of Virginia), shall be parked upon any part of the secondary road system within any restricted area set forth in subsection (C) herein, 10 days or later after notice is given pursuant to subsection (B) herein. However, a watercraft, boat trailer, or motor home may be parked within a restricted area after the expiration of the 10-day period for up to 72 hours while such watercraft, boat trailer, or motor home is being serviced.

(B) Notice of restricted parking. The Chief of Police, or his designee, shall place a notice upon every watercraft, boat trailer, motor home (as defined in section 46.2-100 Code of Virginia), or camping trailer (as defined in section 46.2-100 Code of Virginia), parked upon any part of the secondary road system within any restricted area set forth in subsection (C) herein. The notice shall state that such vehicle is parked on a secondary road within a restricted area, such vehicle is prohibited from parking on any part of the secondary road system within any restricted area, that maps of the restricted areas are available for inspection at the Department of Public Works, and that such vehicle must be removed from all parts of the secondary road system in all restricted areas within 10 days.

(C) Restricted areas described.

(1) The following areas constitute restricted areas subject to the provisions of this section:

(a) All that area of the county that lies to the south and east of a line beginning at the intersection of Cedar Run creek and the Prince William County boundary, then east along Cedar Run to the intersection of Cedar Run and Aden Road, then east along Aden Road to the intersection of Aden Road and Bristow Road, then north west along Bristow Road to the intersection of Bristow Road and Independent Hill Drive, then north along Independent Hill Drive to the intersection of Independent Hill Drive and Route 234, then south along Route 234 to the intersection of Route 234 and Minnieville Road, then east along Minnieville Road to the intersection of Minnieville Road and Spriggs Road, then south along Spriggs Road to the intersection of Spriggs Road and Hoadly Road, then east along Hoadly Road to the intersection of Hoadly Road and Prince William Parkway, then north

along Davis Ford Road to the intersection of Davis Ford Road and Asdee Lane, then east along Asdee Lane to the intersection of Asdee Lane and Beaver Dam Run, then northeast along Beaver Dam Run to the center of the Occoquan Reservoir and to the Prince William County boundary. The Riverfalls Subdivision shall be included within the restricted area. The entirety of the aforementioned roads and highways are within the restricted area. All the incorporated towns, the Quantico Marine Corps Base, and the Prince William Forest Park are expressly excluded from the restricted area.

(b) any restricted area created by ordinance prior to March 21, 2006.

(c) any restricted area created pursuant to subsection (d).

(2) The director of the department of public works, or his designee, shall maintain maps of all restricted areas set forth herein, and shall make such maps available for public inspection upon request.

(D) Petition to create restricted area.

(1) The Board of County Supervisors may designate areas for restricted parking for watercraft, boat trailers, motor homes and camping trailers upon any part of the secondary road system within the county if it deems appropriate, upon

(a) receipt of a petition addressed to the supervisor representing that magisterial district and signed by a majority of the residents and/or owners of affected property and

(b) after a public hearing.

(2) For the purposes of this subsection (D) "a majority of the residents and/or owners of affected property" shall mean:

(a) The owners or residents of least fifty-one percent (51%) of properties with frontage on, immediately adjacent to, or within five hundred (500) feet of a road or any portion thereof proposed as a restricted parking area. The owners or residents of properties which do not have frontage, or are not immediately adjacent to such a road cannot be included in the computation unless their primary motor vehicle egress from that property is over a road or portion of a road proposed as a restricted parking area; or

(b) A property owners' association having the power to enforce covenants on properties meeting the description set forth in subsection (D)(2)(a); above. A written request from such a property owners' association shall be construed as the petition of the owners of all properties under the control of the association meeting the description set forth in subsection (D)(2)(a) above, provided the request is accompanied by an approved resolution of the association authorizing the association's board of directors to request establishment of a restricted parking area; reciting the terms and conditions of the parking restriction to be sought;

stating that the resolution was adopted at a general meeting of the association of which all members received notice in accordance with the association's bylaws, that a quorum of the membership as defined in the bylaws was present and voting on the resolution, that the notice of the meeting included notice that the association would consider requesting the establishment of a restricted parking zone and the terms of the requested restrictions, and that the meeting was held in conformance with any and all other requirements of the association's bylaws. The resolution must be certified by the secretary of the property owners' association.

(3) Each designation shall include the reason for the restriction, a description of the area in which parking is restricted and the terms of such restriction.

(E) The provisions of sections 13-335, 13-343, 13-344 and 13-345 shall apply in the enforcement of this section. (No. 97-20, 2-18-97; No. 01-46, 6-19-01, effective 7-1-01; No. 02-47, 6-4-02; No. 02-116, 12-17-02; No. 06-36, 3-21-06)

State law reference--Authority for above section, Code of Virginia, §§ 46.2-1220, 46.2-1222.1.

If a resolution is forwarded to the Department of Transportation in lieu of a petition, it must contain the following:

A property owners' association having the power to enforce covenants on properties meeting the description set forth in subsection (b)(i); above. A written request from such a property owners' association shall be construed as the petition of the owners of all properties under the control of the association meeting the description set forth in subsection (b)(1) above, provided the request is accompanied by **an approved resolution of the association authorizing the association's board of directors to request establishment of a restricted parking area; reciting the terms and conditions of the parking restriction to be sought; stating that the resolution was adopted at a general meeting of the association of which all members received notice in accordance with the association's bylaws, that a quorum of the membership as defined in the bylaws was present and voting on the resolution, that the notice of the meeting included notice that the association would consider requesting the establishment of a restricted parking zone and the terms of the requested restrictions, and that the meeting was held in conformance with any and all other requirements of the association's bylaws. The resolution must be certified by the secretary of the property owners' association.**

(c) Each designation shall include the reason for the restriction, a description of the area in which parking is restricted and the terms of such restriction.

Notwithstanding any restriction, a trailer connected to a motor vehicle designed for pulling such trailer, and not otherwise prohibited from parking by section 13-327 of the county code, may park within a restricted area for up to seventy-two (72) hours.

Associations are strongly encouraged to forward their draft resolutions to County staff prior to soliciting community comments to ensure compliance with requirements.

Sample Petition

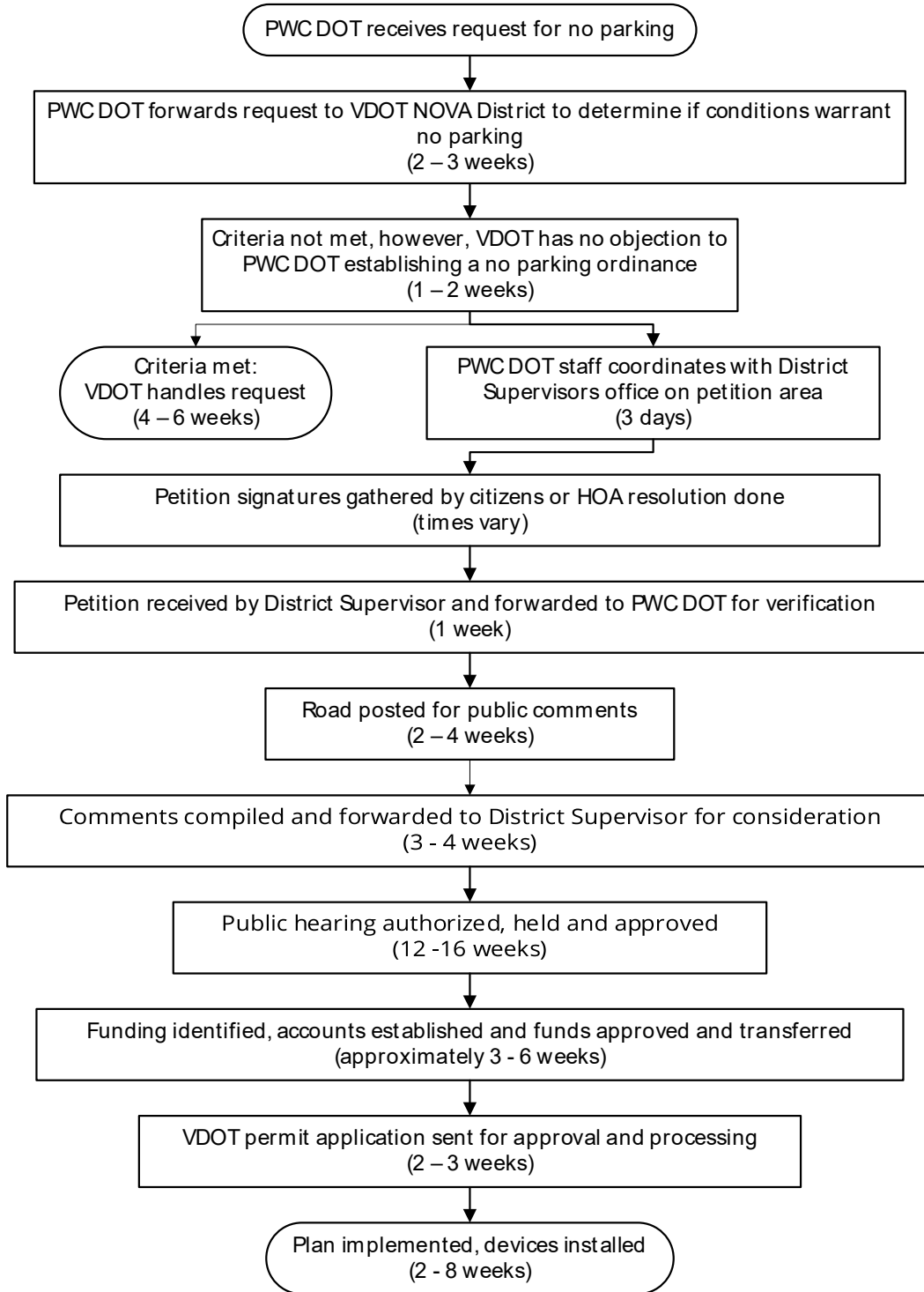
Petition in Support of Consideration to Restrict Parking of Watercraft, Boat Trailers, Motor Homes and Camping Trailers

Today's Date

We the undersigned are familiar with the Ordinance and definitions thereof and do hereby support the designation of _____ as an area in which the parking of watercraft, boat trailers, motor homes and camping trailers is prohibited. Any trailer connected to a motor vehicle designed for pulling such, and not otherwise prohibited from parking by section 13-327 of the County code, may park within a restricted area for up to seventy-two (72) hours for the purposes of loading/unloading and maintenance.

Name	Address	Signature

Parking Restrictions Flow chart



Prince William County Parking Restrictions Policy

General

Prince William County occasionally receives requests for no parking. Primarily, the requests are based on roadway widths and concerns that emergency response times may be impacted due to a constricted roadway as a result of on-street parking. The determination if a roadway is wide enough to accommodate on street parking and provide adequate access for emergency vehicles is made during the plan review process. However, there have been cases where response times have been impacted due to on-street parking after the roads are completed and the developer has been released from their bond commitments. In these instances, the protocol should be as follows:

If the road is private (maintained by a homeowner's association (HOA) or entity other than the Virginia Department of Transportation - VDOT), County staff can order and review site plans to render an opinion of whether the area in question was intended for parking. The Department of Fire and Rescue can provide an opinion if requested or the Fire Marshal can review for fire lanes.

If the road is maintained by VDOT, then a request is made to VDOT Traffic Engineering to determine if conditions warrant no parking. The primary reasons for VDOT to restrict parking are:

- Safety issues (sight distance obstruction for stopped or turning vehicles)
- Capacity adversely affected (normal traffic flow inhibited by parked vehicles)

There are occasional requests for "permit parking" for residents only. The County does not have a permit parking program or the resources available to regulate parking on state-maintained roads.

Appeals to PWC DOT

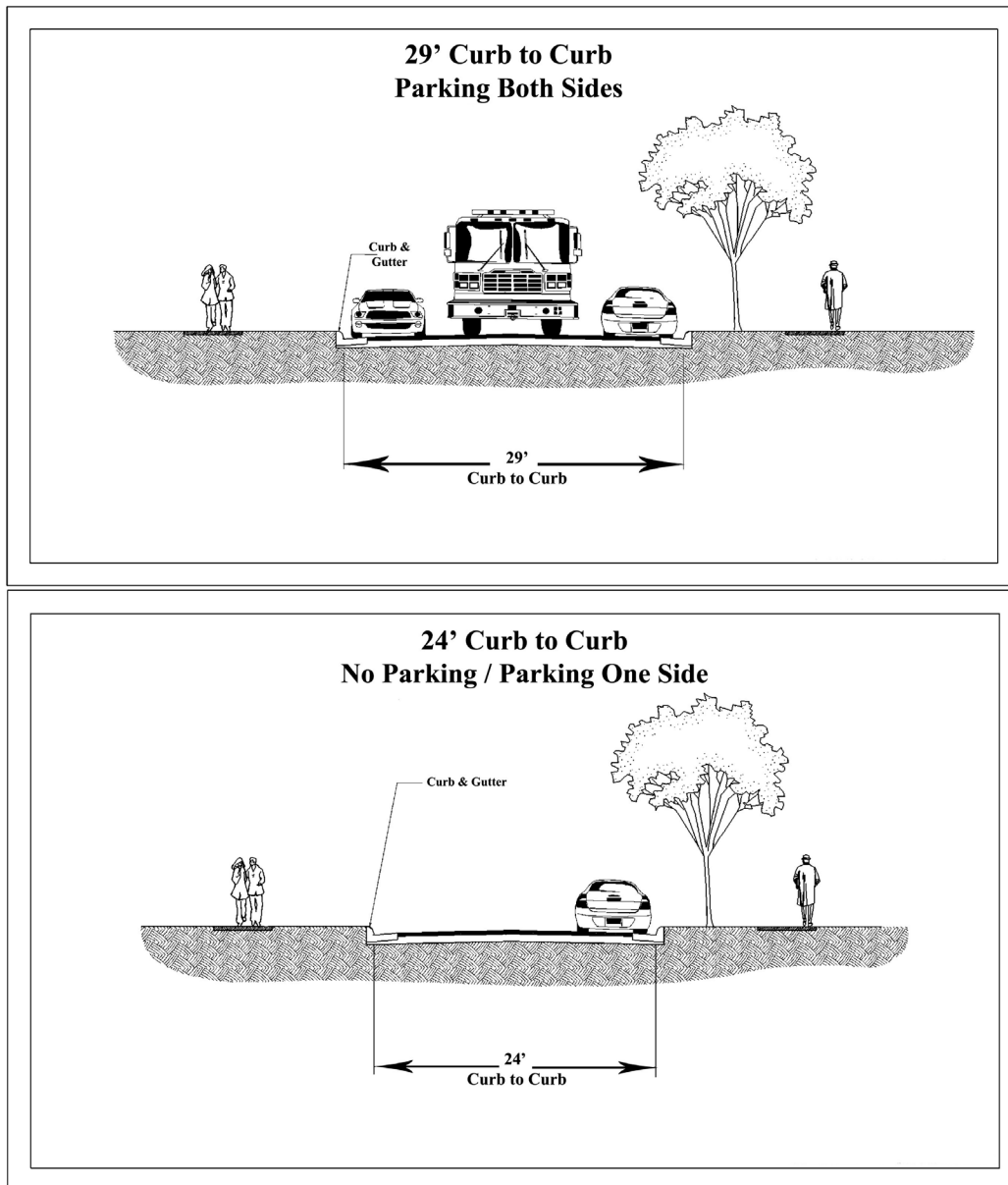
There have been occasions where VDOT has responded that they do not see the need to justify no parking; however, they have no objection to Prince William County installing no parking signs on state right-of-way under a permit/ordinance. In these instances, the requesting entity can appeal to PWC DOT who will coordinate with the appropriate County Supervisor's office and assist in developing and implementing a plan.

An ordinance is required for the County to install any no parking signs on state-maintained roads. Any ordinance requires a public hearing. Upon the Board of County Supervisors adopting the resolution, PWC DOT will install the signs in question (per MUTCD standards) and develop an agreement that the requesting entity should be responsible for the signs maintenance.

A typical travel lane is 12 feet wide and a typical parking lane is 8 feet wide. In order to maintain at least one clear travel lane and two parking lanes at least 29 feet of roadway is necessary. PWC DOT practice for existing roads that are relatively straight is that parking restrictions could be considered if a residential street is less than 29 feet wide. Roads that are 29' or greater in width should be able to accommodate on-street parking and allow for unimpeded access, pending motorists use due caution in the event of two vehicles meeting simultaneously.

However, since roads aren't always straight, the radius of a curve can be restrictive to large wheelbase vehicles. Regardless of whether a road is 29 feet wide or greater, in cases where there are substantial curves, parking restrictions should be reviewed on a case-by-case basis to ensure emergency response access.

Existing Condition Guidelines		
Width to Curb	One-Way Traffic	Two-Way Traffic
29' +	Parking on both sides	Parking on both sides
24' to 28'	Parking on one side	Parking on one side
21' to 23'	Parking on one side	No parking
20' or less	No parking	No parking



Communities and HOAs who request parking restrictions other than for safety and capacity reasons must do the following:

- The HOA should hold a meeting with the community to discuss the request and send PWC DOT a formal resolution that officially makes the request to prohibit parking (PWC DOT can provide a sample to be used as a template).
- In instances where there is no HOA, the requesting persons can coordinate with PWC DOT staff on a petition. Before PWC DOT can consider the request, the petition must show that at least 75% of those in the affected area agree with the requested parking restrictions.

Once PWC DOT has received the resolution or petition, County staff will then post the area for public comments for approximately two weeks. This allows any citizens that were not in attendance of the HOA meeting, or did not sign the petition, the opportunity to comment.

PWC DOT will then compile the community's comments and forward them to the appropriate County Supervisor for an official recommendation from their office based on the community input. If recommended, a public hearing will be scheduled and a resolution to implement the no parking ordinance will be drafted for the Board of County Supervisors consideration.

Parking Restrictions for Certain Types of Vehicles

§ 46.2-1222.1. of the Code of Virginia states that Prince William County may by ordinance regulate or prohibit the parking on any public highway in such county or town of any or all of the following: (i) **watercraft**; (ii) **boat trailers**; (iii) **motor homes**, as defined in § 46.2-100; and (iv) **camping trailers**, as defined in § 46.2-100. Individual districts (areas) have been established prohibiting these types of vehicles. In addition, Prince William County Code Section 13-327 states that commercial vehicles are prohibited from parking in any residence district countywide. The definition of commercial vehicles includes **any trailer**.

In addition, commercial vehicles are:

Any solid waste collection vehicle, tractor truck or tractor truck/semitrailer or tractor truck/trailer combination, dump truck, concrete mixer truck, towing and recovery vehicle with a registered gross weight of 12,000 pounds or more, and any heavy construction equipment, whether located on the highway or on a truck, trailer or semitrailer.

Company trucks (i.e., vans with company logos) are not considered commercial vehicles and can park on state-maintained roadways in any residence district.

A residence district means the territory contiguous to a highway, not comprising a business district, where 75 percent or more of the property abutting such highway, on either side of the highway, for a distance of 300 feet or more along the highway consists of land improved for dwelling purposes.

Parking Restrictions on Private Roads Open to Public Use

On private roads open to public use, the HOA or entity responsible for the roadway maintenance is also responsible for the signing and pavement markings. The designation of no parking on private roads is at the discretion of the maintaining entity. Enforcement of these no parking regulations (towing) is also handled by the responsible entity.

The Prince William County Police Department can be requested to perform enforcement of no parking areas on private property pending the signing and markings are in accordance with the Manual of Uniform Traffic Control Devices (MUTCD), which are federal standards adopted by the Commonwealth of Virginia. The signing and markings must be in accordance with adopted federal standards to be considered enforceable. The police cannot be expected to enforce regulations imposed by an HOA that are not in conformance with the MUTCD. "No cut-through traffic" signs, for example, cannot be enforced; however, properly posted 25 MPH speed limit and no parking can be enforced if properly posted by the standard type signs listed in the MUTCD.

No Parking - Roads Under Developer Control

In order for an HOA to designate no parking areas on private streets, the developer must be released from their bond or have an approved set of plans reflecting the no parking designation. If the developer is not released from their bond, then a plan revision would be necessary and must go through the approval process to designate no parking areas. Once the developer is off of bond, the HOA or responsible entity has the authority to regulate parking on private streets as they deem necessary.

HOA Covenants

The County and State have no involvement in covenants, which are private contracts, and neither VDOT nor the County would enforce them in any respect. VDOT enforces State laws, and the County enforces County ordinances.

Prince William County Code - Sec. 13-320. General Parking Prohibitions

(a) No person shall park a vehicle, except when necessary to avoid other traffic or in compliance with the directions of a police officer or traffic control device, in any of the following places:

- (1)** On a sidewalk.
- (2)** Within an intersection.
- (3)** In front of a public or private driveway.
- (4)** Within 15 feet of a fire hydrant.
- (5)** On a crosswalk.
- (6)** Within 20 feet of a crosswalk at an intersection; provided that, where there is no crosswalk at an intersection, no person shall park a vehicle within 20 feet from the intersection of curb lines or, if none, within 15 feet of the intersection of property lines.
- (7)** Within 30 feet of any flashing beacon, stop sign or traffic control signal located at the side of a roadway.
- (8)** Between a safety zone and the adjacent curb or within 30 feet of points on the curb immediately opposite the ends of a safety zone, unless a different length is indicated by official signs or markings.
- (9)** Within 50 feet of the nearest rail of a railroad grade crossing.
- (10)** Within 15 feet of the driveway entrance to any fire station and, on the side of a street opposite the entrance to any fire station, within 75 feet of the entrance, when properly signposted.
- (11)** Alongside or opposite any street excavation or obstruction, when such parking would obstruct traffic.
- (12)** On the roadway side of any vehicle parked at the edge or curb of a street or so as to leave more than two feet between the vehicle and the edge or curb, measured at the nearest point of the vehicle to the curb or edge.
- (13)** Upon any bridge or other elevated structure upon a highway or within a tunnel.
- (14)** At any place where official signs prohibit parking.

(b) Law enforcement officers may move motor vehicles to any place they may deem expedient without regard to the provisions of this section, when in the performance of their lawful duties.

(Code 1965, § 12.1-138)

References

Code of Virginia 46.2-878.2 *Installation of Signs Advising of Maximum Penalty for Exceeding Posted Maximum Speed Limit in Certain Residence Districts.*

Prince William County Tracker Directive 01-58, *Enforceability of Posted Two-Hundred Dollar Fine Signs.*

Prince William County Fire and Rescue Association resolution 01-41 *Traffic Calming Device Location Criteria.*

Prince William County Fire and Rescue Association resolution 01-43 *Non-Physical and Physical Traffic Calming Devices.*

Prince William County Fire and Rescue Association resolution 01-44 *Limitation of Traffic Calming Devices.*

Prince William County Fire and Rescue Association resolution 02-15 *Support of the 2002 Residential Traffic Management Guide Draft.*

VDOT *Cut Through Traffic Policy* 5/10/91

Commonwealth Transportation Board *Through Truck Restrictions* 11/2013

VDOT *Residential Traffic Management Guide - Pilot Program* 1/98 - 12/99, October 1997

VDOT *Traffic Calming Guide for Local Residential Streets* – 11/2017

VDOT *Subdivision Street Design Guide*

Amendment to the Code of Virginia 33.1-210.2 "*Signs Alerting Motorists that Children may be at Play Nearby*". 1997

Code of Virginia § 33.1-210.2. *Installation and maintenance of certain signs in counties and towns.*

Code of Virginia § 46.2-1222.1 *Regulation or prohibition of parking of certain vehicles in certain counties.*

Code of Virginia § 46.2-1222.1 *Definitions.*

Prince William County Code § 13-327 *Limitation on parking commercial vehicles in residence districts.*

Prince William County Code § 13-320 *Restricted Parking Areas.*

