

**CITY OF ALEXANDRIA  
TRAFFIC AND PARKING BOARD PUBLIC HEARING  
MONDAY, JUNE 23, 2025 7:00 P.M.  
IN-PERSON AND VIRTUAL**

The June 23, 2025 meeting of the Traffic and Parking Board is being held in person at City Hall (301 King Street, Alexandria, VA) in the **Sister Cities Conference Room** and electronically. All the members of the Board and staff are participating either in-person or from remote locations through a Zoom meeting. The meeting can be accessed by the public via Zoom through:

Register in advance for this webinar:

[https://zoom.us/webinar/register/WN\\_9\\_4ujHjSSg6mx\\_mmG54\\_HQ](https://zoom.us/webinar/register/WN_9_4ujHjSSg6mx_mmG54_HQ)

Or an H.323/SIP room system:

H.323: 144.195.19.161 (US West) or 206.247.11.121 (US East)

Meeting ID: 927 8072 1171

Passcode: 915805

SIP: 92780721171@zoomcrc.com

Passcode: 915805

After registering, you will receive a confirmation email containing information about joining the webinar.

Public comment will be received at the meeting. The public may submit comments in advance to [trafficandparkingboard@alexandriava.gov](mailto:trafficandparkingboard@alexandriava.gov) no later than 24 hours before the meeting or make public comments through the conference call on the day of the hearing.

For reasonable disability accommodation, contact [trafficandparkingboard@alexandriava.gov](mailto:trafficandparkingboard@alexandriava.gov), Virginia Relay 711.

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MONDAY, JUNE 23, 2025 7:00 P.M.  
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**D O C K E T**

1. Announcement of deferrals and withdrawals.
2. Approval of the May 19, 2025, Traffic and Parking Board meeting minutes.
3. **PUBLIC DISCUSSION PERIOD**  
[This period is restricted to items not listed on the docket]
4. **WRITTEN STAFF UPDATES & PUBLIC HEARING FOLLOW-UP**
  - A. Sanger Avenue Paving and Project Updates
  - B. Capital Bikeshare Expansion
  - C. Status of Parking Meter Rates
  - D. Removal of Loading/PUDO Zone on southbound 100 block of South Fairfax Street
  - E. Taxicab Compliance Follow Up

**CONSENT ITEMS**

5. Parking Removal – 1500 Block of Portner Road at Slaters Lane

**PUBLIC HEARING ITEMS**

6. Curb Cut Appeal – 202 West Myrtle Street

**INFORMATION ITEMS**

7. **STAFF UPDATES**
  - King Street Tactical Study (ACPS) - Project Update
8. **COMMISSIONER UPDATES**

**Next Meeting: Monday, July 28, 2025**

**CITY OF ALEXANDRIA  
TRAFFIC AND PARKING BOARD PUBLIC HEARING  
MONDAY, MAY 19, 2025 7 P.M.  
IN-PERSON AND VIRTUAL MEETING**

**MINUTES**

**BOARD MEMBERS PRESENT:** Vice Chair Casey Kane, Annie Ebbers, LaVonda Bonnard, Dane Lauritzen, Ashley Mihalik, and Kursten Phelps.

**BOARD MEMBERS ABSENT:** Chair Ann Tucker

**STAFF MEMBERS PRESENT:** T&ES: Hillary Orr, Deputy Director; Katye North, Division Chief, Mobility Services; Ryan Knight, Division Chief, Transportation Engineering; Sara Brandt-Vorel, Principal Planner; Max Devilliers, Urban Planner III; Brian Hayes, Complete Streets Coordinator; Jordan Exantus, Transit Program Manager; Silas Sullivan, Urban Planner II.

**1. Announcement of deferrals and withdrawals:** None.

**2. Approval of the April 28, 2025 Traffic and Parking Board meeting minutes:**

**BOARD ACTION:** Ms. Phelps made a motion, seconded by Ms. Ebbers to approve the minutes of the April 28, 2025, Traffic and Parking Board meeting. The motion carried unanimously.

**3. PUBLIC DISCUSSION PERIOD:** No public comments were received.

**4. WRITTEN STAFF UPDATES:** The Board received written staff updates on:

- **Eisenhower/Landmark/ Van Dorn Project Updates**
  - Ms. Ebbers: Appreciates the newsletter on Eisenhower area; Mr. Kane concurred.
- **King Street Access and Safety Improvements Study at ACHS**
- **July WMATA Shutdown**
- **Taxi Compliance Update**
- **Braddock Trail Access and Corridor Improvements Project**
- **200 Block of King Street Pedestrianization Update**
- **King and Beauregard Project**
- **Increase to Weekend Max Parking Rate at City Garages**

**5. CONSENT ITEMS**

**ISSUE:** Stop Sign Addition – Intersection of Kentucky Avenue and Old Dominion Boulevard

**DISCUSSION:** No presentation was made to the Board.

- Mr. Kane: Appreciates the stop sign addition and wants to ensure a stop bar is included at this intersection and installed with all new stop signs going forward.

**BOARD ACTION:** Ms. Ebbers made a motion, seconded by Ms. Bonnard, to recommend to the Director of Transportation & Environmental Services to install a stop sign at the intersection of Kentucky Avenue and Old Dominion Boulevard. The motion carried unanimously.

## **PUBLIC HEARING ITEMS**

### **6. ISSUE: Mill Road Corridor Improvement Project**

**DISCUSSION:** Mr. Hayes presented the item to the Board.

- Mr. Lauritzen: At the Mill Road and Jamieson Avenue intersection, the protected left is not utilized while pedestrian and cyclist traffic is present - is the 15-20 second left turn signal south onto Mill Road (from Jamieson) still needed when vehicles are not present, given its potential to confuse pedestrians/bicyclists at the intersection?
- Mr. Knight replied that the Jamieson Ave approach does warrant a left turn based on traffic volume. Traffic signal operation could be optimized to ensure that protected left signal happens only when a vehicle is present, but it's feasible only with a detection device at the intersection – staff can look into adding this device, so the signal is only triggered when a vehicle is present.
- Ms. Mihalik: A portion of the roadway will include sharrows instead of protected bike lanes – why the use of sharrows instead of protected bike lanes?
- Mr. Hayes responded that the road was too narrow to install the bike lanes, but staff will be looking at additional traffic calming measures and ways to make the transitions smoother.
- Ms. Mihalik is excited about paving - the parking lot in front of the metro is especially in need. The timing aligns with the closing of the tunnel to connect Eisenhower to Witter Field - will there be a gap in accessibility?
- Mr. Hayes replied that this should be completed before the tunnel closure – it will be repaved this summer with striping; timing impacts and updates will come later.
- Ms. Mihalik: Do the traffic signals at Stovall going up the hill detect cyclists?
- Mr. Knight replied that staff will look into those devices within the corridor.
- Ms. Phelps asked for clarification where the bike lanes end after the conclusion of the sharrows at the hotel parking lot.
- Mr. Hayes indicated there was a desire to add in way-finding signage.
- Mr. Lauritzen: On the path from Jamieson towards Duvall, the sidewalk there has an asphalt section and a parking lot under the rail where metro runs and you can see a desired path towards the Eisenhower Metro –any planned improvements to pedestrian infrastructure in this area or is the repaving limited to the main street?
- Mr. Hayes responded the repaving will be for the main street, noting they led with the western segment and haven't yet looked at or designed the eastern segment - mainly focusing on curb-to-curb design, but a few different approaches may be

considered. Improvements for pedestrians will include crosswalks and trail markings.

- Mr. Lauritzen: Recommends the City investigate the 40-foot-wide desired path there, which is inconvenient and ugly.
- Mr. Kane noted that some of that area is Metro property, which may limit the City's ability to improve it.
- Mr. Kane: The intersection of Mill & Mill is tenuous, with traffic coming from multiple directions. It's difficult to navigate the roadway and very difficult for pedestrians/cyclists to navigate – would like to see a study of that space to slow down vehicles and make it safer for bikes and pedestrians.
- Mr. Hayes replied that the City is exploring other options to improve the area – focused on short-term improvements such as curb extensions.
- Mr. Kane: Happy there's a cycle track, but there's a challenge accessing it at the intersection of Mill and Mill, where you have to make a left across Cabin Creek: not sure vehicles will move slowly enough to allow cyclists to enter the cycle track. When biking eastbound past the metro building where the shared use path ends, it's difficult to cross Mill there – need to consider a design which allows cyclists to cross the street safely.
- Mr. Hayes: Still need to work through the design to find a solution.
- Mr. Kane: This is the City's first protected cycle path - need to ensure there is a responsibility to clear snow from the cycle track at the same time as roadways: these should have the same priority level.

#### **PUBLIC TESTIMONY:**

- Jacqueline Kittridge testified in support of the staff recommendation indicating that bicycle lanes make communities safer for everyone.
- Randy Cole testified in support and supported narrowing the roadways further, while maintaining standards, to slow down traffic.
- Jonathan Krall testified in support of the staff recommendation and supports more intuitive bike lane design across the City to assist navigation.
- Zach DesJardins testified in support of the staff recommendation and the improvements to east-west cycle connectivity across the City and asked for the inclusion of a crosswalk near the DMV building.
- Asa Brown (virtual) testified in support of the staff recommendation - happy to see the implementation of the design.
- Ken Notis (virtual) testified in support of the staff recommendation.
- William Buscher (virtual) testified in support of the staff recommendation and underscored improvements are needed at the intersection of Mill Road and Jamieson Avenue.
- Andrew Justus (virtual) testified in support of the staff recommendation and echoed support of removing the double left turn lanes within the project area and requested a sturdier barrier between the cycle track and vehicle travel lanes.

**BOARD ACTION:** Ms. Phelps made a motion, seconded by Ms. Ebberts, to recommend the Director of T&ES: 1) Remove one general purpose travel lane in each direction on Mill Road between Stovall Street and Cabin Creek Road; 2) Remove one general purpose

travel lane in each direction on Mill Road between Jamieson Avenue and 2401 Mill Road; 3) Remove one of two northbound left turn lanes from Stovall Street at Mill Road; and 4) Remove one of two northbound left turn lanes from Mill Road onto Mill Road at Jamieson Avenue. The motion carried unanimously.

## **7. ISSUE: Parking Meter Changes – Increase to Parking Meter Rates**

**DISCUSSION:** Ms. North presented the item to the Board.

- Ms. Ebbers inquired why the rate was identified as \$2 when other jurisdictions are higher, Ms. North indicated without additional data they wanted to take the rate increase slower
- Mr. Kane inquired if there was an appetite by City Council to increase the rate above \$2 and whether, should they move to increase the rate, the issue would need to come back to the Traffic and Parking Board? Ms. North indicated they could increase the rate.
- Mr. Lauritzen noted, if the \$1.75 previous rate was enacted in 2010, the rate increased per inflation is about \$2.56. If the rate increase is not addressed in the short term, they should seek to keep up with inflation, given that the areas of the meters are also the most valuable parking spaces in the City. He'd like to increase the rate to \$2.50 or \$3.00 to keep up with inflation and suggested erring on the higher end than lower, noting the valuable space could be used for other purposes such as parklets or outdoor dining.
- Mr. Kane asked if staff had the dates that the current rates for other jurisdictions had been enacted - Ms. North replied they did not have this information. Mr. Kane requested that staff track and include rate implementation dates for other jurisdictions in future presentations and inquired about the process to implement parking meters in other areas of the City. Ms. North responded that implementing new meters would be an action reviewed by the Traffic and Parking Board and noted that, pre-COVID, the business and citizens' associations in Del Ray did not voice support for adding parking meters. Mr. Kane requested that staff reach out to all civic associations to gauge interest in adding parking meters in surrounding commercial areas and echoed support for Mr. Lauritzen's proposal to increase the parking meter rate and leave it to City Council to adjust it as appropriate.

### **PUBLIC TESTIMONY:**

- Jonathan Krall testified in support of staff action and voiced support to increase the parking rate.

**BOARD ACTION:** Ms. Ebbers made a motion, seconded by Mr. Lauritzen, to recommend that City Council increase parking rates from \$1.75 to \$3.00 per hour. The motion carried unanimously.

## **8. ISSUE: Corridor Improvements – Metro Road**

**DISCUSSION:** Mr. Exantus presented the item to the Board.

- Mr. Lauritzen inquired as to why the slip lane from Eisenhower onto Metro Road lane is being maintained. Mr. Exantus replied that the final condition is being studied and the scope for this project is focused on repaving. Mr. Knight clarified that the Eisenhower Avenue Corridor Improvement Project, which sought approval to seek funding last year from the Traffic and Parking Board, would remove the slip lane.
- Mr. Kane noted that when traveling south on Van Dorn, it's nice to use Metro Road to get onto Eisenhower Avenue; the paving will improve bicycle access but where the bus pulls-offs are would have been ideal locations for cycle climbing lanes where bikes and buses can share spaces. Creating the buffer for pedestrians is commendable, but it could have been repurposed as a bike lane instead of the passive buffer – disappointed in design. Mr. Exantus indicated that much of the passive space could be used by a cyclist. Mr. Kane agreed this would be possible for some, but stressed the City should plan for less confident cyclists with more clearly defined cycling spaces. Mr. Exantus advised that the future conditions of Eisenhower Avenue will provide additional bicycle infrastructure.
- Ms. Ebberts inquired about the possibility of deferring the project in order to have staff review the option to install a climbing bike lane in buffer area. Mr. Exantus explained we are trying to time this design to align with the proposed paving schedule. Ms. Orr indicated the paving is to occur in June: to study a climbing lane would require additional study that could not be conducted thoroughly enough in the time allocated. Mr. Lauritzen indicated he really appreciated the tactical approach to quickly implement improvements.

#### **PUBLIC TESTIMONY:**

- Carl Leonard testified in opposition to the staff recommendation to reroute traffic along Metro Road, suggesting it would create a bottleneck at Metro Road between Eisenhower and Van Dorn since an accident there would block all traffic in the area.
- Randy Cole testified in support of the staff recommendation and supported any actions to better protect pedestrians and cyclists.
- Jonathan Krall testified in support of the staff recommendation.
- Ken Notis (virtual) testified in support of the staff recommendation and acknowledged staff's efforts to address concerns from nearby neighbors.

**BOARD ACTION:** Ms. Ebberts made a motion, seconded by Ms. Mihalik to recommend that the Director of T&ES: 1) Eliminate one northbound travel lane of Metro Road from north of Pearson Lane to Eisenhower Avenue (800 feet) and one southbound travel lane from the South Van Dorn Street ramp to Pearson Lane (350 feet) and 2) Install a southbound left-turn lane into the North WMATA Parking Lot. The motion carried unanimously, 6-0.

#### **INFORMATION ITEMS**

#### **9. STAFF UPDATES:**

Ms. Brandt-Vorel provided an update and overview of the King & Commonwealth Streetscape Improvements Project.

Ms. North provided the Board with an update regarding VDOT plans for the 495 express lane extension. Ms. North will send the Transportation Commission letter to the Board for their review and they can decide if they would like to send a similar letter at next month's meeting.

Ms. Mihalik wanted to confirm that City Council voted to approve the residential parking rates that were recommended by the Traffic and Parking Board. Ms. North confirmed they did.

Eisenhower Transportation Study – the traffic speed limit signs have been posted to reduce the limit from 35 to 25mph – Mr. Knight advised that speed feedback signs were posted on Eisenhower Avenue and that they needed to be adjusted for accuracy. Mr. Kane inquired if any traffic enforcement had been implemented in the area – Mr. Knight confirmed there had been.

#### **10. COMMISSIONER UPDATES:**

Mr. Kane provided the Board with the following updates:

- Thanked staff for their attendance at various recent City events such as Bike to Work Day and the Eco-City festival.

#### **ADJOURNMENT**

Mr. Lauritzen moved to adjourn the meeting, seconded by Ms. Bonnard. The motion carried unanimously. The meeting adjourned at 8:58 PM.



# City of Alexandria, Virginia

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## Traffic and Parking Board

**DATE:** June 23, 2025

**DOCKET ITEM:** 4

**ISSUE:** Written Staff Updates & Public Hearing Follow-up

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### A. Sanger Avenue Paving and Project Updates

This summer, construction will start on two safety improvement projects on Sanger Avenue. The first, the William Ramsay Safe Routes to School Project, will enhance pedestrian safety near William Ramsay Elementary School and Recreation Center with new curb extensions, a raised crosswalk, and wider sidewalks along the south side from North Beauregard Street to the Recreation Center. This work builds upon previous ADA improvements and will be completed before school resumes August 18.

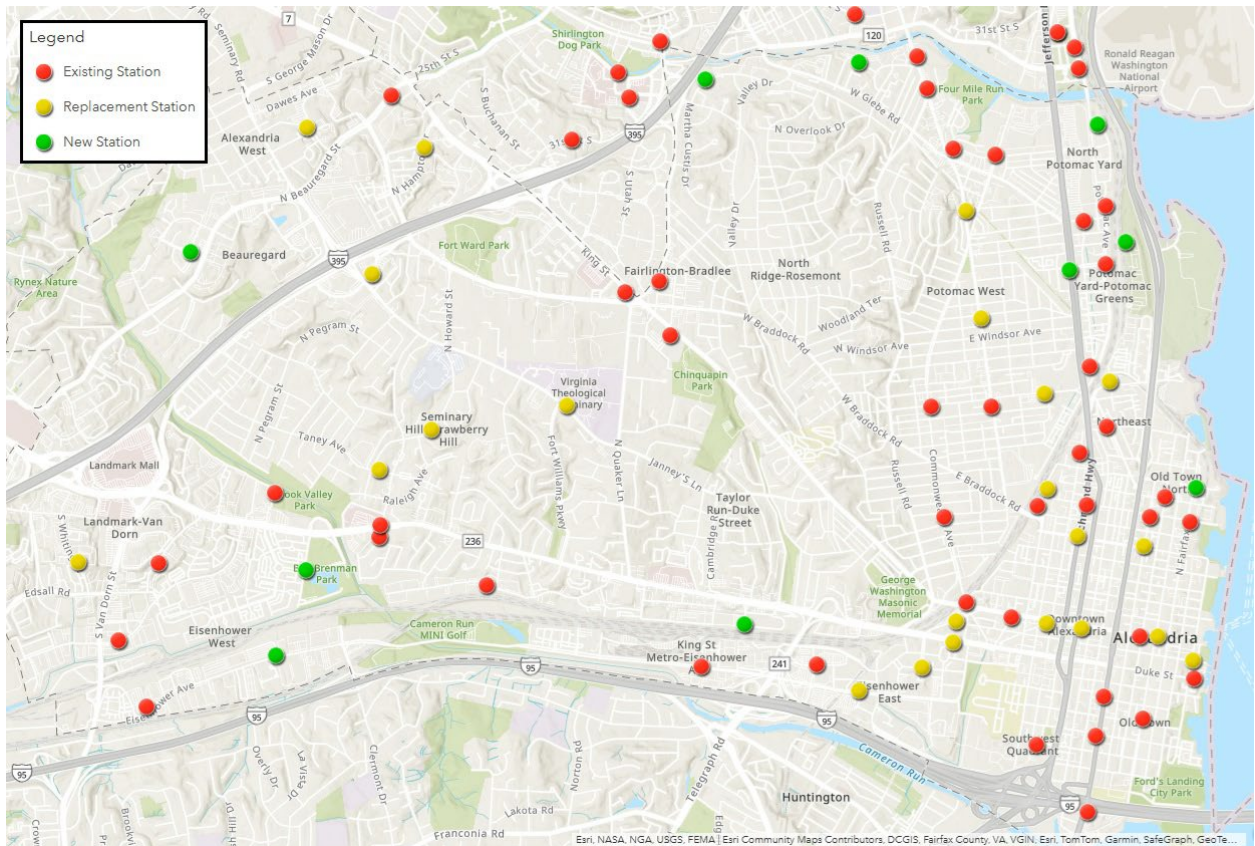
The Sanger Avenue Safety Improvements Project focuses on Sanger Avenue between North Beauregard Street and Van Dorn Street. Following June's repaving, July construction will add marked crossings, ADA curb ramps, painted curb extensions, and all-day parking. These improvements, approved by the Traffic and Parking Board in February 2025, create safer crossings across Sanger Avenue and more space for people who walk and bike under the I-395 bridge.

### B. Capital Bikeshare Expansion

The City has added nine new stations to the Capital Bikeshare system this year, with plans for one more station later this summer, which will bring the total number of stations in Alexandria to 72. The neighborhoods and locations of the new stations were identified through the 2016 Pedestrian and Bicycle Master Plan, approved site plans of new developments, resident requests, and ridership trends. Additionally, 100 new pedal bikes and 60 new e-bikes will be added to the fleet and 22 existing stations will be replaced with new equipment this year. The station equipment and bikes were purchased with Congestion Management and Air Quality (CMAQ) grants through the state and developer contributions. Below is a list of the new station locations and a map of all the stations in the City.

- Witter Field
- Brenman Park Dr & Somerville St
- Martha Custis Dr & Lyons Ln
- Potomac Greens Dr & Carpenter Rd

- Virginia Tech / University Dr & Potomac Ave
- Four Mile Rd & Milan Dr
- Canal Center Plaza & Fairfax St
- Richmond Hwy & Swann Ave
- Reading Ave & Merton Ct
- Eisenhower Ave & Warburton St (*to be installed this summer*)



*Map of existing, replacement, and new Capital Bikeshare stations in Alexandria*

### **C. Status of Parking Meter Rates**

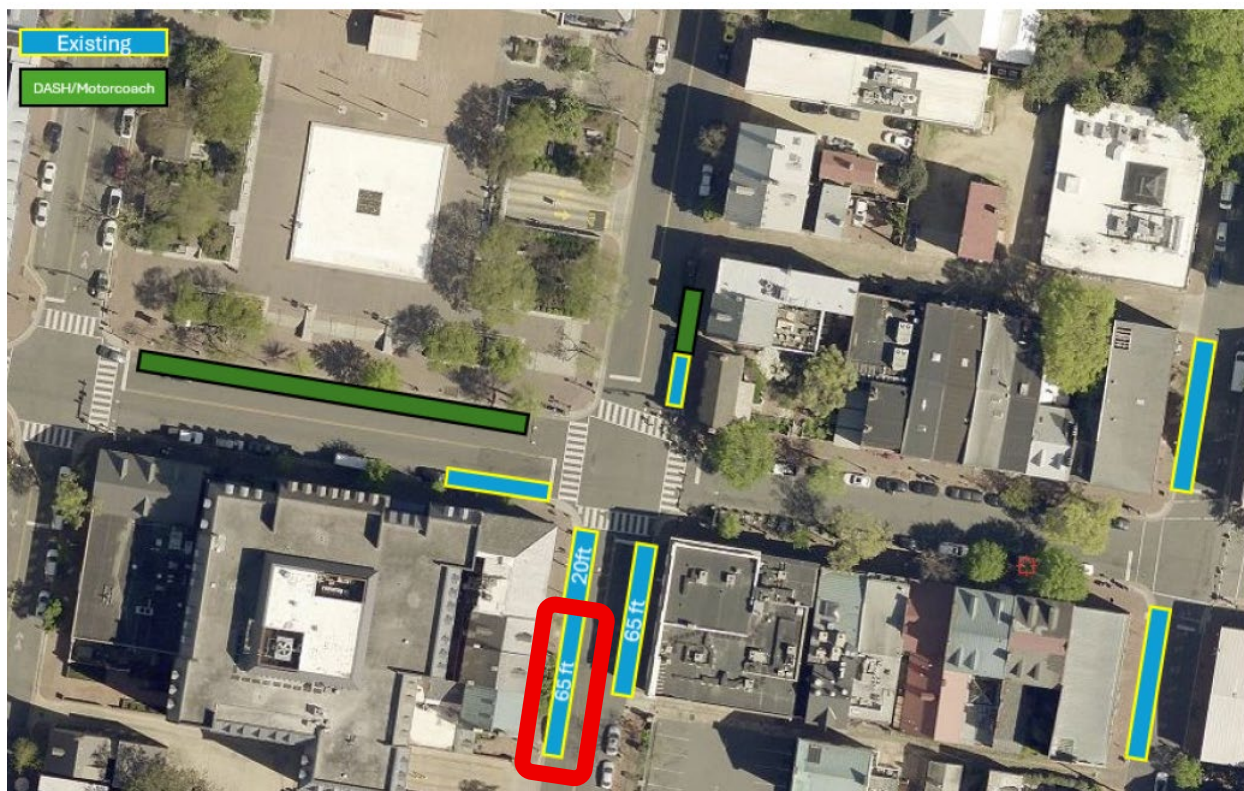
At the May meeting, the Board reviewed a proposal to increase the parking meter rate and ultimately recommended the City Council increase the rate to \$3/hour. Originally staff had noted the proposal would go to the City Council in June for approval. However, the proposal has been postponed for review until the fall and may be considered by the Council in coordination with other parking policies.

### **D. Removal of Loading/PUDO Zone on southbound 100 block of South Fairfax Street**

Due to the high number of loading zones near King and Fairfax Streets, staff will administratively remove 65 feet of the “Active Loading and Curbside Pickup Only” zone in front of the Apothecary Museum and other nearby businesses on South Fairfax Street, between King Street and the garage entrance for 310–320 King Street. This zone, along with two others in the

area, was added in November 2024 ahead of the 200 block of King Street pedestrian pilot to support anticipated demand for deliveries and pickups.

After several months of monitoring and in consideration of overall parking impacts in the area, staff recommend reducing the amount of curb space dedicated to loading and returning a portion of the space to metered parking. The remaining zones are expected to adequately meet delivery and pickup/drop-off needs. Staff will continue to monitor curbside activity as part of the ongoing 200 Block of King Street Pilot, where the street remains closed to vehicles. See image below of existing loading zones in the area with the zone proposed for removal outlined.



Per the Board-approved administrative removal process for these specific zones, staff reached out to the businesses about the removal of this zone and did not hear back. As such, staff will be removing the zone given the availability of loading space elsewhere at this intersection.

#### **E. Taxicab Compliance Follow Up**

In February, the City sent letters to taxi companies that were not in compliance with the taxicab requirements in the City Code. These letters required a response by the end of May detailing how they will resolve the noted compliance issues. Since then, staff has met with representatives from the companies to discuss the compliance issues and logistical and financial challenges the companies face in order to comply with the specific requirements in the Code. The companies are coordinating a request to amend the City Code to eliminate or modify requirements that are

inconsistent with current taxicab business models and practices. Staff will be reviewing this request over the summer to determine if an amendment is appropriate. If deemed reasonable and appropriate, an amendment could come before the Board in the Fall for consideration.

# City of Alexandria, Virginia

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## Traffic and Parking Board

**DATE:** June 23, 2025

**DOCKET ITEM:** 5

**ISSUE:** Parking Removal – 1500 Block of Portner Road at Slaters Lane

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**REQUESTED BY:** Bruce Kauffman

**LOCATION:** Portner Road at Slaters Lane

**STAFF RECOMMENDATION:** That the Board recommend the Director of T&ES remove 20 feet of on-street parking on the east side of Portner Road immediately south of Slaters Lane.

**BACKGROUND:** A resident submitted a petition (Attachment 1) requesting the removal of on-street parking on Portner Road immediately south of Slaters Lane due to tight curb-to-curb width at the intersection for turning and through vehicular traffic movements. This alerted staff to the issue of vehicles parking on an induction loop for the traffic signal at Portner Road and Slaters Lane, which causes issues with the traffic signal operation.

The area around Portner Road and Slaters Lane is made up of a mix of land uses, including multifamily apartments, townhomes, daycares, offices, the Art League's Slaters Annex, and a variety of restaurants and retail. Area residents, employees, and patrons cross the intersection of Portner Road and Slaters Lane by foot with moderate frequency, and Slaters Lane sees a fairly high volume of vehicular traffic as it is a direct connection for US Route 1 and the George Washington Memorial Parkway.

**DISCUSSION:** The petition to remove parking was not signed by any other residents. However, for the purposes of ensuring the induction loop functions properly, staff support the request to remove the requested 20 feet of on-street parking on Portner Road (Attachment 2). If approved, staff will sign the space as No Parking. Staff does not recommend installing bike racks nor a scooter corral due to the induction loop embedded in the roadway. Removing 20 total feet of on-street parking to improve the functionality of the traffic signal would help achieve the City's goals of improving traffic signal functionality citywide.

**OUTREACH:** Staff notified the Northeast Citizens Association of this request on June 5, 2025. As of the posting of this docket, staff had not received any feedback.



## ATTACHMENT 1: SUBMITTED ON-STREET PARKING MODIFICATION REQUEST

Reason for the Request (What are you trying to solve/address?):

**The issue is parking on the northbound side of Portner Rd. in Old Town North at Slaters Ln. The Southbound side of Portner at the same intersection has a “No Parking here to Corner” sign eliminating one parking space at Slaters Ln.**

**The northbound side of Portner needs the same restriction as that on the southbound side. I don't know why it isn't in place.**

**When a car is parked northbound right at the Slaters curb and a car is parked illegally on the southbound side ( a common occurrence), Portner is reduced to a single lane. Turns to/from Portner and Slaters is then difficult and slow, contributing to backups on Slaters Ln.**

**This is important because Slaters is a high volume street with access to the Parkway.**

Type of On-Street Parking Modification Requested:

☐ Loading Zone Removal ☐ Loading Zone Addition

☒ Parking Removal ☐ No Parking Sign Removal

☐ Parking Restriction Change (Non-RPP)

Proposed restrictions **\_Remove 1 parking space and install a :No Parking here to Corner” sign.**

Location: **\_East side of Portner Rd. at Slaters Ln.**

(Map or figure may be provided as an attachment)

Approximate number of spaces affected (assume 20 feet per space): **\_1\_**

Project Champion (Point of Contact) Information:

Name: **\_Bruce Kauffman**

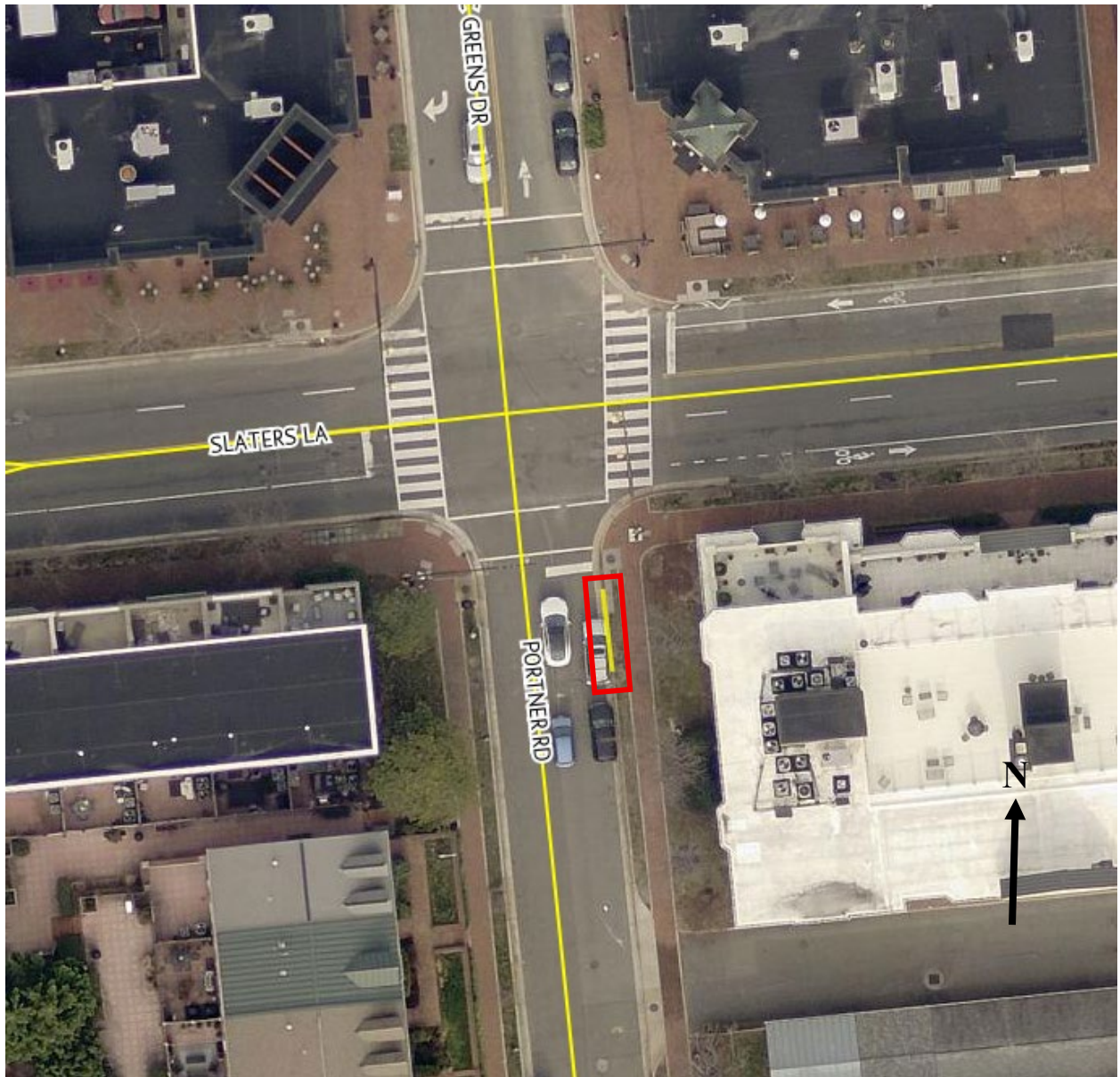
Address: **\_913 Bernard St.**

**Alexandria, VA\_**

Email: **[b.kauffman598@gmail.com](mailto:b.kauffman598@gmail.com)**

Phone Number: \_\_\_\_\_

**ATTACHMENT 2: LOCATION OF PROPOSED PARKING SPACE REMOVAL**



GOOGLE STREET VIEW





# City of Alexandria, Virginia

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## Traffic and Parking Board

**DATE:** June 23, 2025  
**DOCKET ITEM:** 6  
**ISSUE:** Curb Cut Appeal – 202 West Myrtle Street

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**REQUESTED BY:** Resident

**LOCATION:** 202 W. Myrtle Street

**STAFF RECOMMENDATION:** That the Board deny the appeal and affirm the Director's approval of the curb cut application.

**BACKGROUND:** The property owner at 202 W. Myrtle Street (Attachment 1) submitted an application for a new curb cut (Attachment 2). It requires acknowledgement from the adjacent property owners, those were provided from the owners of 200 W. Myrtle Street and 204 W. Myrtle Street. The property owner of 200 W. Myrtle expressed an objection (Attachment 3).

The curb cut application was reviewed by Planning and Zoning (P&Z) and several divisions within Transportation and Environmental Services (T&ES). P&Z approved the curb cut but recommended a deeper driveway to prevent cars from being parked partially in the public right-of-way. The Streets & Sewers and Transportation Engineering Divisions within T&ES inspected the location and recommended approval of the curb cut. Although the addition of the proposed curb cut would require the removal of a tree, the tree is located entirely on private property, so no review was required by the City Arborist. Further, as tree impacts are not listed in the criteria to be considered for curb cut applications in the City Code it was not considered in the T&ES analysis.

On April 10, 2025, an approval letter was issued to the applicant with a copy sent to the adjacent property owner with a provision that an appeal within fifteen (15) days of the decision could be submitted to the Board. On April 16, an appeal was received from the property owner of 200 W. Myrtle Street (Attachment 4). The City Code requires all curb cut appeals to be reviewed by the Board and that decision is final.

**DISCUSSION:** Following Section 5-2-14(c) of the Alexandria City Code, the Director of T&ES, or any designated agent, shall approve the permit application and issue a written permit only when the following is found:

**1. The location and operation of the curb cut will not interfere unreasonably with vehicular and pedestrian traffic, the demand and necessity for parking spaces, and means of ingress and egress from adjacent properties.**

The proposed curb cut on W. Myrtle Street is to be located close to the eastern property boundary. The curb cut is not expected to interfere significantly with vehicular or pedestrian traffic. A single on-street parking space will be eliminated by the curb cut and an off-street space will be created. Other vehicles have numerous places to park along this block. There is no impact to ingress and egress from adjacent properties, as both have their own curb cuts.

**2. The public's health, welfare, and safety will not be impaired.**

The proposed curb cut does not pose a danger to the public. The location of the curb cut on W. Myrtle Street will be next to an existing curb cut on an adjacent property. Of the 28 houses on the 200 block of W. Myrtle St., this is the only house without a driveway (Attachment 5). The existing driveways on this block are generally similar to the proposed in location and size.

**3. The curb cut is adequate width under existing conditions and circumstances.**

The proposed curb cut on W. Myrtle Street is a new cut to be located close to the eastern property boundary. It will have a driveway/apron width of 10 LF and a curb width of 16 LF. The minimum curb cut width for a minor local street is 8 LF (with 3' radii).

**4. The plans submitted comply with the standard specifications of the City.**

The curb cut as proposed to be constructed will meet city standards.

**5. The applicant has paid the construction costs if work is to be done by the City or obtained a permit to do the work himself.**

The applicant has requested an estimate to have the curb cut installation performed by the City's on-call contractor. An invoice has been prepared and will be presented to the applicant for payment before work is scheduled. Should the applicant choose to hire their own licensed contractor, they will need an excavation permit and a performance and maintenance bond.

As outlined in the appeal letter (Attachment 4), the neighbor is appealing based on concerns about potential impacts to a tree located on the applicant's private property. It is important to note that unless a property is subject to a previously approved site plan that mandates specific tree preservation, the City does not regulate trees on private property—and that is not the case here.

Staff recommend that the Board deny the appeal and affirm the Director's decision for the following reasons. First, the proposed curb cut meets the City Code criteria for approval. Second, potential impacts to trees on private property are not part of the criteria for consideration of a curb cut under City Code. The City Code criteria addresses potential impacts to right of way

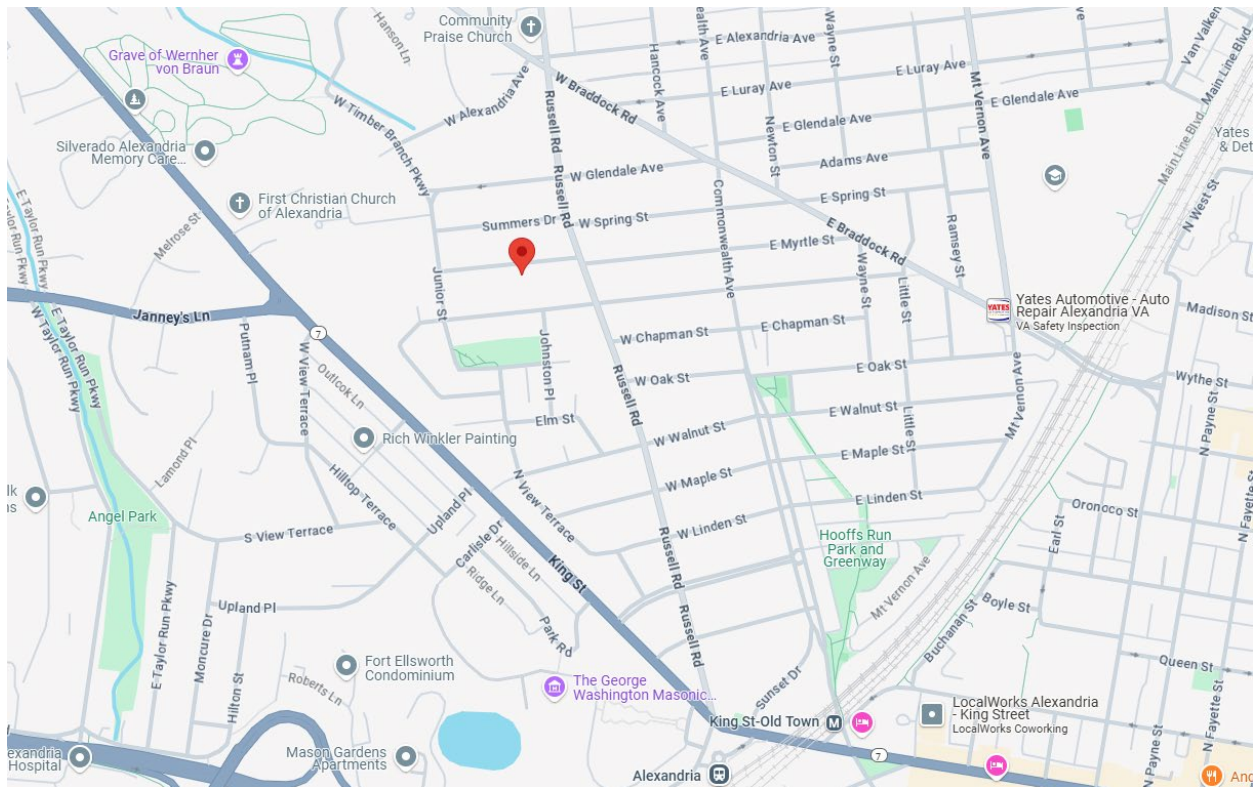
(e.g. streets and sidewalks) from the proposed curb cut, not actions taken or not on private property even if undertaken due to a curb cut approval. Additionally, the City has no other authority to regulate the trees on this private property.

Per Section 5-14(e), in reviewing the appeal, *“the Board may may affirm, modify or overturn the decision; provided, however, that it may modify or overturn the decision only if it concludes that the Director of transportation and environmental services or any designated agent clearly erred in applying the factors in subsection (c)(1) through (5) to the application.”*

**OUTREACH:** As required by the curb cut process, property owners on both sides of the applicant were notified of the application. Both the applicant and the neighbor appealing the curb cut approval have been notified of the public hearing before the Board.

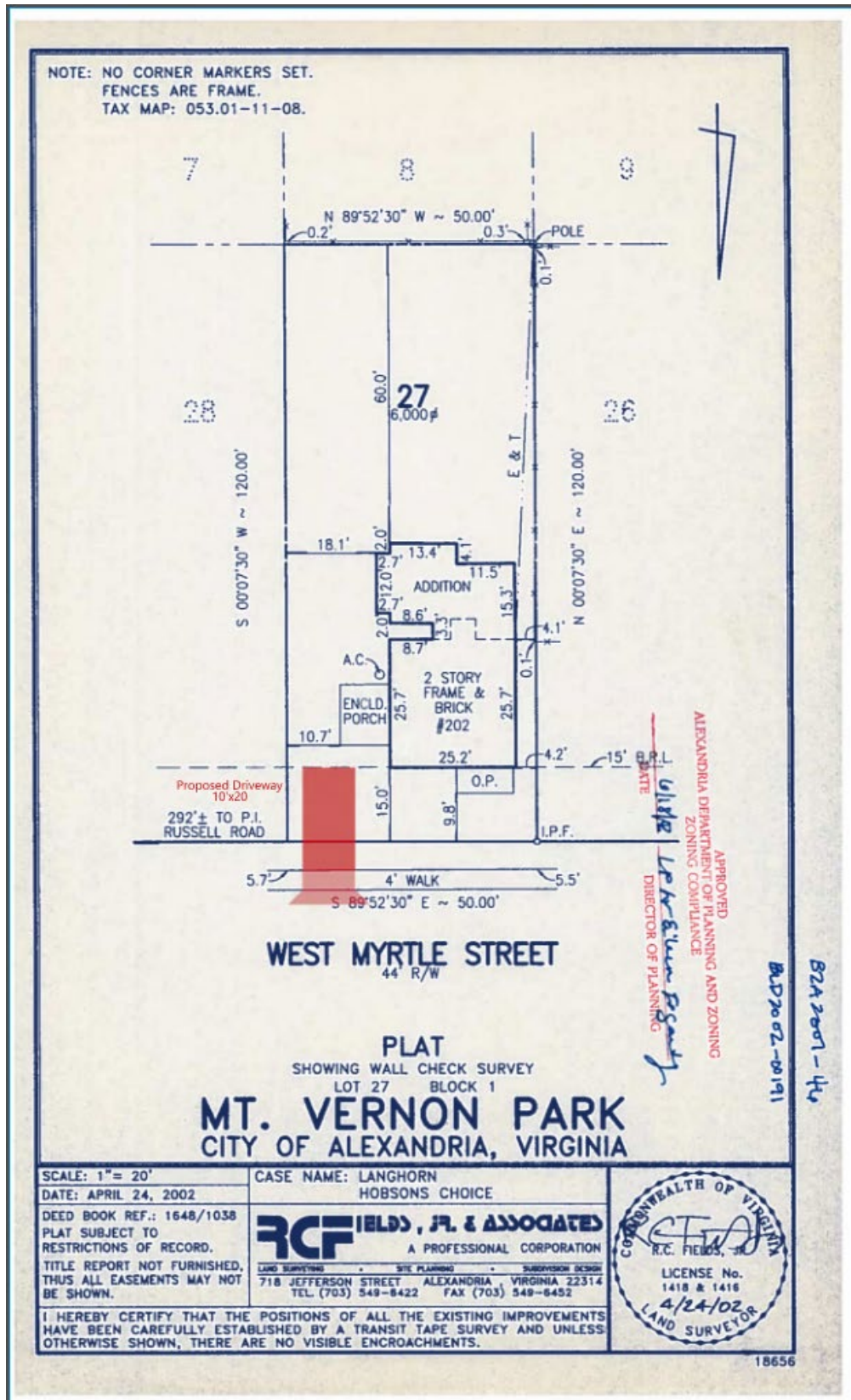
## ATTACHMENT 1: LOCATION

202 W. Myrtle Street





# ATTACHMENT 2: PLAN



### ATTACHMENT 3: OBJECTION

APPLICATION FOR NEW CURB CUT OR TO WIDEN EXISTING CURB CUT 4 FEET OR MORE	
Curb Cut Street Name: <u>W. Myrtle Street</u>	
Adjacent property owners have five (5) calendar days from receipt of this notification to express an objection to the proposed curb cut, either on this form or in writing, to the Director of Transportation & Environmental Services.	
PROPERTY OWNERS ACKNOWLEDGEMENT	
Objection: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Property Owner Name: <u>CLAUDIA SMIGROD</u> Address: <u>200 W. MYRTLE ST.</u>	
Mailing Address (if different from adjacent property where curb cut is requested): <u>ALEXANDRIA, VA 22301.</u>	
Property Owner Signature: <u>[Signature]</u> Date: <u>MARCH 14, 2025</u>	
If objecting, give reason: <u>1. ADVERSELY AFFECTS MY PROPERTY VALUE.</u>	
<u>2. NOT IN ACCORDANCE WITH DRIVEWAY</u>	
<u>DIRECTIONAL PLACEMENTS ON STREET.</u>	
<u>3. 202 W. MYRTLE ST. FALLS WITHIN THE HISTORIC-DESIGNATED</u>	
<u>ROSEMONT NEIGHBORHOOD. AS DRAWN, THE</u>	
Objection: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Property Owner Name: _____ Address: _____	
Mailing Address (if different from adjacent property where curb cut is requested): _____	
Property Owner Signature: _____ Date: _____	
If objecting, give reason: <u>PROPOSAL INCLUDES CUTTING DOWN A HEALTHY</u>	
<u>MATURE FLOWERING CHERRY TREE 35 +</u>	
<u>YEARS OLD, IN EXCESS OF 15" IN DIAMETER.</u>	
<u>AMPLE SPACE EXISTS ON THEIR LOT TO RELOCATE</u>	
<u>THE PROPOSED DRIVEWAY/CURB CUT, THUS ELIMINATING</u>	
<u>CUTTING DOWN THE TREE.</u>	
<u>IF ALEXANDRIA IS <del>THE</del> INDEED "TREE CITY USA,"</u>	
<u>THIS TREE MUST BE PROTECTED.</u>	
<u>THANK YOU</u>	

## ATTACHMENT 4: APPEAL

**DELIVERED BY HAND:** April 16, 2025

Andre S. Williams, Permits Manager  
City of Alexandria  
Department of Transportation and Environmental Services  
4850 Mark Center Drive  
Room 2013  
Alexandria, VA 22313

Re: 202 W Myrtle Street – New Curb Cut Approval Letter  
Application CRB2025-00008

Dear Mr. Williams,

Please consider this Letter of Appeal, timely filed within the 15-day deadline from the date of the decision, April 10, 2025.


Reasons for appeal:

1. The major issue of my objection is removal of the tree situated on the property, slated for removal due to the new curb cut. No mention of the tree removal objection is sited in factors 1-5 of the approval letter.
2. As stated in my objection, the tree is approximately 35 + years old, 15" in diameter. Rosemont is officially designated as a Historic Neighborhood.
3. I was told that the City Arborist would do a site visit to inspect the location of the tree. There was no on-site inspection. The submitted plat was the basis of consideration for approval. The plat contains no evidence of the heritage tree.
4. As noted in my objection, three additional trees, located at 106, 200 (my house) and 206 have been maintained by the City of Alexandria. Each tree is approximately the same distance from the street as the tree at issue.
5. I was informed by the your office (via phone call: April 15, 2025) that the definition of a city tree is one located between the sidewalk and the street. The sidewalk in this block of West Myrtle Street directly abuts the street.

Proposed Modification of Plan:

Modify submitted site proposal: slightly shift proposed driveway and accompanying curb cut to the west, thus preserving the tree while providing the homeowner with the desired driveway. As noted in the submitted drawing, ample space exists for this minor modification.

Please notify me of the date, time and place when my appeal and proposed Modification of Plan will be considered.

  
Claudia Smigrod  
Homeowner  
200 West Myrtle Street  
Alexandria, VA 22301

City of Alexandria: "Tree City USA"  
National Arbor Day Foundation & National Association of State Foresters

## ATTACHMENT 5: PROPERTY MAP

