

TECHNICAL MEMORANDUM

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Date: April 20, 2016

Subject: Cleveland Park Library Parking and Loading Statement (BZA #19257)

INTRODUCTION

This memorandum presents the findings of a Parking and Loading Statement conducted for the Cleveland Park Library development located at 3310 Connecticut Avenue in Northwest Washington, DC in support of its Board of Zoning Adjustment (BZA) application (Case No. 19257). Figure 1 identifies the site location within the District. The development will replace the existing Cleveland Park Library (which is approximately 18,000 square feet) with a new library as part of a larger, citywide library modernization program.

The proposed new Library is approximately 24,500 square feet of space of which 2,700 square feet will be designated for community meeting space. However, only 19,200 square feet of space will count toward the gross floor area of the building. The additional square footage in the proposed new library adds approximately 7,000 square feet of program and meeting space to enhance the library as a community resource. Based on the location of the library less than 0.2 miles from the nearest Metrorail Station, the community-oriented nature of the use, and site constraints, the development is not proposing to supply any on-site vehicular parking spaces. The development is proposing to slightly shift the existing curb cut to accommodate back-in truck maneuvers, limited to SU-30 trucks or smaller, while trash and recycling pick-up is planned to be accommodated curbside.

The purpose of this memorandum is to:

- Provide a summary of major transportation features near and adjacent to the site including reviewing transit, pedestrian, bicycle, and carshare facilities;
- Collect parking inventory and occupancy data along block faces within walking distance of the site in order to determine the utilization of on-street parking during peak periods of the day;
- Review the proposed loading facilities and operations, including truck turning diagrams and a loading management plan; and
- Outline the proposed transportation demand management plan for the development.

This Statement concludes that:

- The site is surrounded by an existing network of transit, bicycle, and pedestrian facilities that result in an adequate environment for safe and effective non-auto transportation.
- Based on the site location near ample transit services, the neighborhood-oriented use of the site, and the site design elements that encourage non-auto transportation, it was determined that the exclusion of parking on-site will not have a detrimental impact to the surrounding neighborhood.
- The proposed loading plan is adequate given the amount of loading activity expected at the library. Although back-in maneuvers are necessary for all trucks under 30 feet in length, a loading management plan will be implemented and trash/recycling pickup will occur on-street in order to reduce potential conflicts with pedestrians.
- A Transportation Demand Management (TDM) plan for the development will include the implementation of a TDM coordinator, on-site services, and bicycle amenities.

EXISTING CONDITIONS

This section provides a review of the existing transit, bicycle, and pedestrian facilities in the site vicinity. The site is served by several public transportation sources, including Metrorail and Metrobus. The project site is also served by a pedestrian network consisting of sidewalks and crosswalks along the streets surrounding the project site. Additionally, the site is served by an on-street bicycle network, consisting of trails, bike lanes, and signed bicycle routes nearby.

Transit

Local transit services that provide access to and from the Cleveland Park Library site primarily include Metrorail via the Cleveland Park station, which is located one and a half blocks (or approximately 0.17 miles) from the building and multiple Metrobus routes. Figure 2 illustrates the site proximity to the Cleveland Park Metrorail Station as well as existing Metrobus routes. Table 1 shows a summary of the bus route information for the lines that serve the study area, including service hours and headways. The closest Metrobus stops are located on the northwest and southeast corners of the Connecticut Avenue and Macomb Street intersection, respectively, and serve the L1 and L2 Metrobus routes.

Table 1: Bus Route Information

Route Number	Route Name	Service Hours	Typical Headway
L1, L2	Connecticut Avenue Line	Weekdays: SB 5:05 am – 12:51 am NB 5:51 am – 1:30 am	6 - 30 minutes
		Saturdays: SB 5:42 am – 12:22 am NB 6:25 am – 1:03 am	
		Sundays: SB 6:00 am – 12:17 am NB 6:15 am – 12:59 am	
H2, H3, H4	Crosstown Line	Weekdays: WB 4:40 am – 1:24 am EB 5:18 am – 1:59 am	10 - 40 minutes
		Saturdays: WB 4:50 am – 1:22 am EB 5:28 am – 2:05 am	
		Sundays: WB 5:00 am – 12:33 am EB 5:36 am – 1:15 am	

Bicycle Facilities

An inventory of the bicycle facilities found throughout the study area is provided in Figure 3. Although there are some roadways with poor bicycling conditions, there are multiple existing bike facilities and local streets with safe conditions surrounding the site. Existing bicycle facilities include the Rock Creek Park Trail which runs north-south just east of the site, east-west bike lanes along Tilden Street and Garfield Street, and several on-street signed bicycle routes along Porter Street, Woodley Street, 34th Street, and 29th Street.

In addition, the Capital Bikeshare program has placed over 350 bike share stations across Washington, DC, Arlington, and Alexandria, VA, and Montgomery County, MD with more than 3,000 bicycles provided. Figure 3 identifies existing station locations in the study area. Capital Bikeshare currently has two existing bike share locations within a quarter-mile walk of the site. The nearest station is located along Connecticut Avenue, just across Newark Street from the site.

Pedestrian Facilities

Most roadways in the immediate vicinity of the proposed development provide satisfactory pedestrian facilities and connectivity throughout the area. Wide, continuous sidewalks line Connecticut Avenue with crosswalks linking segments at intersections within the area. Moreover, the presence of on-street parking along one or both sides of many roadways in the site vicinity act as a barrier between the sidewalk and the travel way. Adequate crosswalks with ladder striping and pedestrian countdown signals are present at signalized intersections near the site for all crossing movements.

Car Sharing

Three car-sharing companies serve the District: Zipcar, Enterprise CarShare, and Car2Go. All three services are private companies that provide registered users access to a variety of automobiles. Both Zipcar and Enterprise CarShare have locations near the project site. Table 2 lists the car-sharing locations near the project and shows that 4 carsharing vehicles are available within a quarter-mile of the site.

Table 2: Car Share Locations and Vehicles

Carshare Location	Number of Vehicles
Zipcar	
2797 Ordway (east of Connecticut Avenue)	2 Vehicles
Enterprise CarShare	
Ordway Street NW/Connecticut NW	2 Vehicles
Total Number of Car Share Vehicles in Study Area	4 Vehicles

Car sharing is also provided by Car2Go, which provides point-to-point car sharing. Unlike Zipcar and Enterprise CarShare, Car2Go can be used for one-way rentals. Car2Go currently has a fleet of vehicles located throughout the District. Car2Go vehicles may park in any non-restricted metered curbside parking space or Residential Parking Permit. Members do not have to pay the meter or pay stations. Car2Go does not have permanent designated spaces for their vehicles; however, availability is tracked through their website, which provides an additional option for car-sharing patrons.

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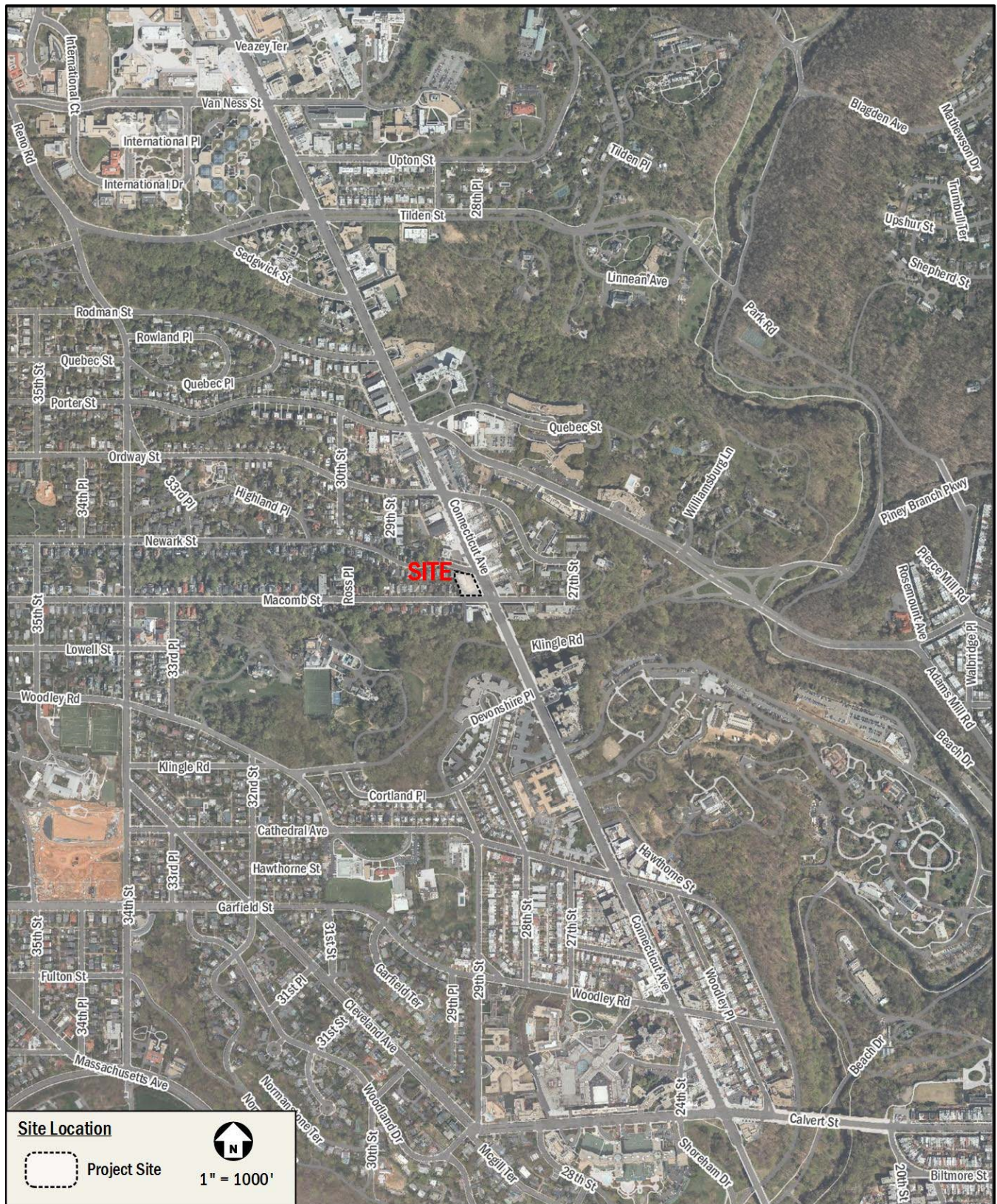


Figure 1: Site Location

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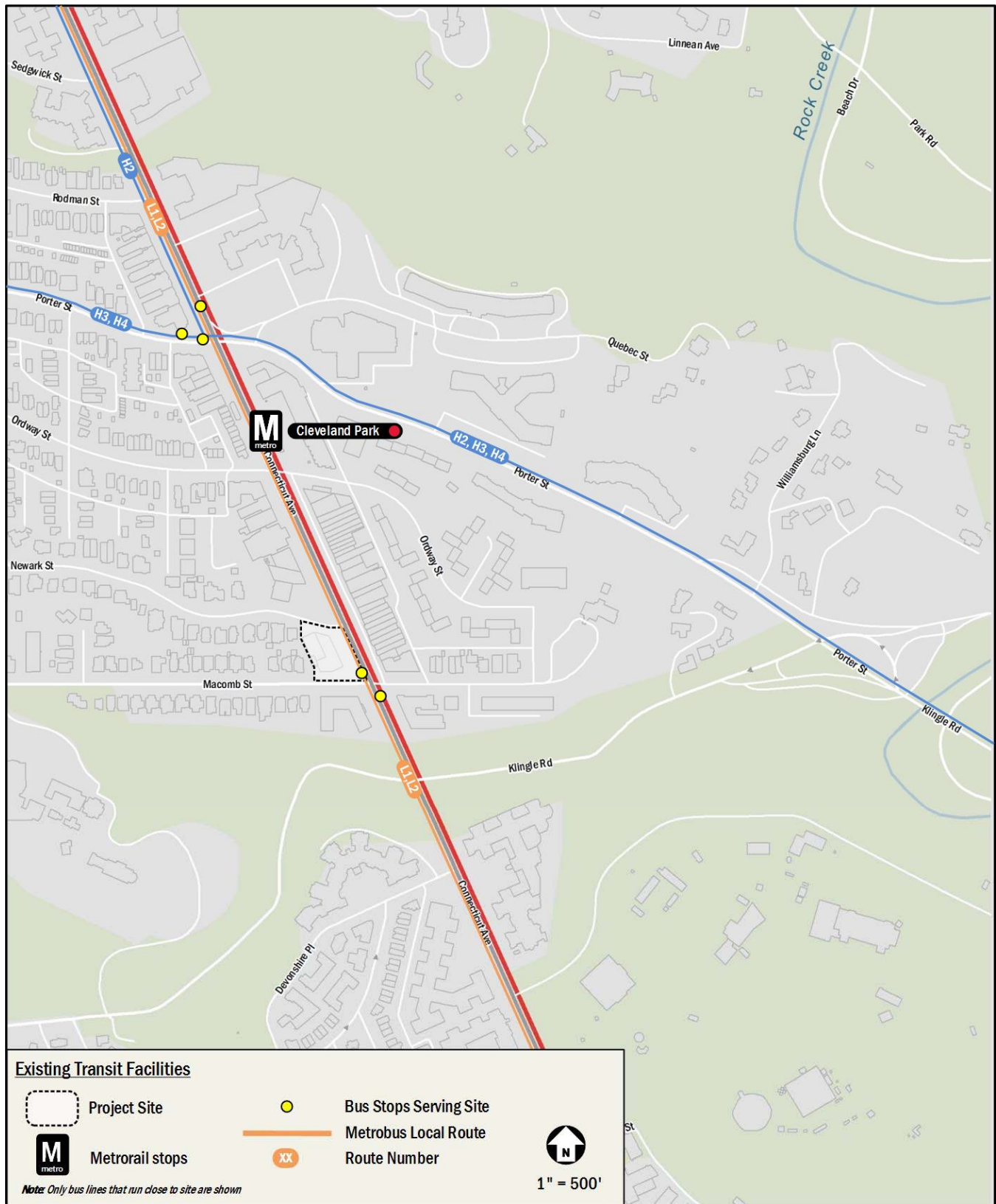


Figure 2: Existing Transit Facilities

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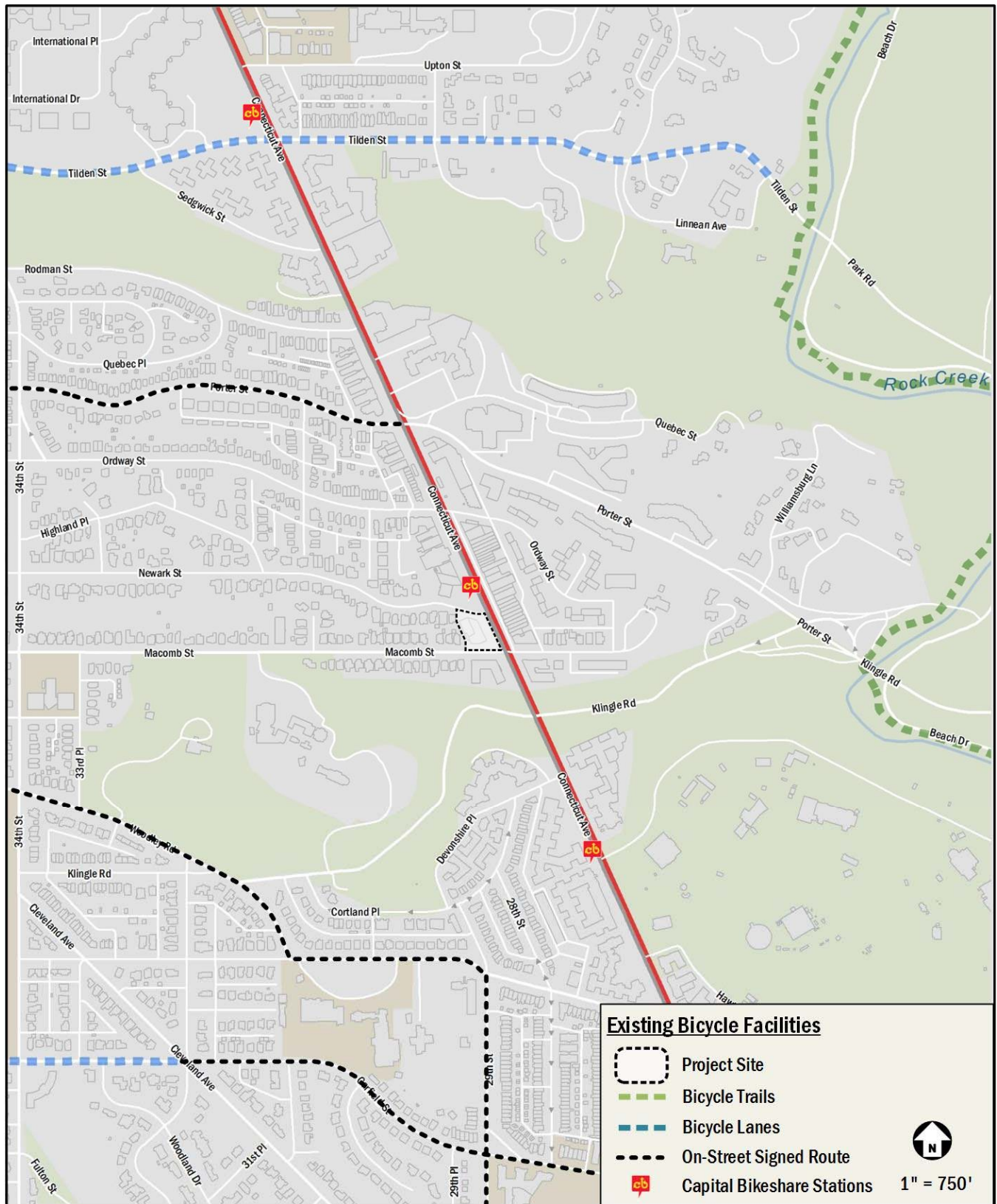


Figure 3: Existing Bicycle Facilities

DESIGN REVIEW

This section provides an overview of the transportation features of the proposed development. The development will replace the existing Cleveland Park Library with a new library as part of the citywide library modernization program. The existing library is approximately 18,000 square feet with the new library resulting in additional event space that can be used by the community and improved library facilities. The proposed new Library is approximately 24,500 square feet of space of which 2,700 square feet will be designated for community meeting space. 19,200 square feet of space will count toward the gross floor area of the building. As such, under Zoning Regulations, a community or neighborhood public library must provide parking at a rate of one space for every 1,000 square feet over 3,000 square feet. This amounts to a parking requirement of 16 spaces. Because of development constraints affecting the property, particularly the size of the site combined with the location of the site within a Metrorail “zone of influence”, which prevents significant excavation, the Applicant is not proposing to include any on-site parking. No loading facilities are required for the site based on Zoning Regulations. However, one curb cut along Macomb Street will provide access to a small loading area that will accommodate the majority of loading activity. Loading activity for trash and recycling pickup is proposed to take place curbside along Macomb Street in response to concern expressed by DDOT about trash trucks backing across the sidewalk. Figure 4 displays the proposed site plan.

Parking

As mentioned previously, the project will not be providing on-site parking spaces. Under existing conditions the Cleveland Park Library does not supply any marked parking spaces; however there is a paved area in the back of the building which is used to park up to three vehicles at a time. Although this unofficial parking area will be removed in conjunction with the new library, these three parking spaces only account for a small portion of trips to the library, and are not likely to have a significant impact on how people travel to and from the library. Under existing conditions the majority of patrons use non-auto transportation modes to travel to and from the library and this is expected to continue. Patrons arriving by car utilize street parking today. The exclusion of on-site parking spaces in the proposed plan is acceptable given the following considerations:

- The Cleveland Park Metrorail Station is located less than 0.2 miles from the site, serving the Red Line, and the L1 and L2 Metrobus routes have a stop located directly adjacent to the site.
- There is a Capital Bikeshare station located across Newark Street from the site along Connecticut Avenue. There is one additional station located within a quarter-mile of the site.
- The library is expected to draw visitors by foot from the immediate neighborhood or via the Cleveland Park Metrorail Station.
- There is short-term bicycle parking in the form of inverted U-racks outside the library under existing conditions and the number of spaces will increase upon construction of the new library.
- According to walkscore.com, the Cleveland Park neighborhood is “very walkable”, has “good transit”, and is “bikeable”, with the site situated along Connecticut Avenue, the primary commercial corridor of Cleveland Park.

On-Street Parking

This section presents the findings of an on-street parking study, including full inventory of available parking spaces and a parking occupancy count within walking distance of the proposed development. The purpose of these counts was to determine the amount of parking supply and demand on streets within a walking distance of the site and to identify and trends or patterns associated with this parking demand.

Parking Inventory and Occupancy Counts

The on-street parking study was conducted within an 800 foot walkshed of the Cleveland Park Library. A map showing the study area block faces is shown in Figure 7. An inventory of available on-street parking facilities was conducted that included tabulating the number of parking spaces by block face and identifying any relevant parking restrictions. A total of 250 parking spaces were inventoried within the study area. Of these, 76 are metered spaces, 157 are Residential Parking Permit (RPP) spaces, 7 are loading spaces, 4 are carshare spaces, 5 are unrestricted spaces, and 1 is a handicap space. While metered spaces primarily line Connecticut Avenue, RPP spaces were the primary classification of parking throughout the study area, lining the east-west roadways which consist of residential neighborhoods. Figure 5 shows a breakdown of parking type by block face within the study area.

Parking occupancy data was collected on Tuesday, April 5, 2016 from 11:00 AM to 2:00 PM and from 5:00 PM to 8:00 PM to gather information on the parking occupancies of weekday midday and evening conditions. Table 3 gives a summary of the hourly utilization percentages for the weekday midday study period and Table 4 gives a summary of the hourly utilization percentages for the weekday evening study period. The number of available spaces decreases during the evening peak period because there are 43 spaces that are restricted during peak periods. These are primarily metered spaces (with some loading spaces) along Connecticut Avenue.

It was determined that the weekday midday parking peak occurs from 1:00 to 2:00 PM with an overall parking utilization of 84 percent (or 209 vehicles occupying the 250 available spaces) and the weekday PM parking peak occurs from 7:00 to 8:00 PM with a parking utilization of 85 percent (or 212 vehicles occupying the 250 available spaces). Table 5 gives a summary of the inventory and occupancy results for the peak hours. Figure 6 shows the parking utilization during the weekday midday peak and Figure 7 shows the parking utilization during the weekday evening peak.

Table 3: Weekday (Tuesday) Morning Hourly Utilization Percentages

	11 AM	12 PM	1 PM
Occupancy	181	202	209
Total Spaces	250	250	250
Utilization	72%	81%	84%

Table 4: Weekday (Tuesday) Evening Hourly Utilization Percentages

	5PM	6PM	7PM
Occupancy	169	167	212
Total Spaces	207	207	250
Utilization	82%	81%	85%

Table 5: Peak Hour Inventory and Occupancy Summary

Space Type	Midday Peak Period (1-2 PM)				Evening Peak Period (7-8 PM)			
	Spaces	Occupancy	Utilization	Available	Spaces	Occupancy	Utilization	Available
RPP	157	137	87%	20	157	133	85%	24
Metered	76	60	79%	16	76	66	87%	10
Loading	7	4	57%	3	7	3	43%	4
Carshare	4	2	50%	2	4	4	100%	0
Unrestricted	5	5	100%	0	5	5	100%	0
Handicap	1	1	100%	0	1	1	100%	0
All On-Street Spaces	250	209	84%	41	250	212	85%	38

Parking utilization remained generally high throughout the midday and evening study periods. A reduction in the number of vehicles occupying spaces corresponded to the peak period parking restrictions during the peak commuter hours. Spaces were noted to quickly fill once peak period parking restrictions were lifted with the peak parking occupancy during the PM study hours occurring during the hour after parking restrictions were lifted.

Off-Street Parking Facilities

In addition to on-street parking, a commercial public parking lot is located within walking distance of the site. Sam's Park & Shop is located adjacent to the Cleveland Park Metrorail Station at 3513 Connecticut Avenue, NW. This garage offers hour parking that can be used by patrons of the Cleveland Park Library that choose to drive.

Loading

Zoning regulations do not require loading facilities for the proposed development as a library falls into the category of "all other uses" and because it will be less than 30,000 square feet of gross floor area. However; there is an existing curb cut along Macomb Street that is used by the library under existing conditions. It is proposed that this curb cut be shifted slightly to the west and be used for loading operations of vehicles no greater than 30 feet in length. Due to the constraints of the site, the loading area will require back-in maneuvers, but the majority of vehicles expected to use the loading area are likely to be delivery vans or trucks that are no more than 20 feet in length. Loading activity for trash and recycling will occur curbside along Macomb Street.

Based on discussions with DC Public Library (DCPL) staff, the amount of loading activity expected for the library is as follows. This is not expected to be substantially different than the existing loading activity:

- One (1) DCPL delivery per day (Monday-Saturday)
- A maximum of three (3) UPS/FedEx deliveries per week
- One (1) trash pick-up and one (1) recycling pick-up per week
- Occasional deliveries by contractors, vendors, caterers, etc. for special events.

Based on this information, there are likely to be 1 to 2 deliveries per day, the majority of which will take place on site. This amount of loading can easily be accommodated; however, due to the prevalence of back-in maneuvers, a loading management plan will be implemented that will include the following components:

- A loading manager will be designated by the building management. The loading manager will coordinate and schedule deliveries where possible, and will be on duty during delivery hours.
- The loading manager will monitor inbound and outbound truck maneuvers and will ensure that trucks accessing the loading docks do not impede pedestrian, bicycle, or vehicular traffic.
- The loading dock operation will be limited to daytime hours of operation, with signage indicating these hours posted prominently at the loading dock.
- Trucks using the loading dock will not be allowed to idle and must follow all District guidelines for heavy vehicle operation including but not limited to DCMR 20 – Chapter 9, Section 900 (Engine idling), the regulations set forth in DDOT’s Freight Management and Commercial Vehicle Operations document, and the primary access routes listed in the DDOT Truck and Bus Route System.
- The loading manager will be responsible for disseminating DDOT’s Freight Management and Commercial Vehicle Operations document to drivers to encourage compliance with District laws and DDOT’s truck routes. The loading manager will also post these documents in a prominent location within the service area.

As shown in Figure 8 and Figure 9, SU-30 trucks and 20’ cargo vans, respectively, can maneuver into and out of the loading area from Macomb Street without any issues. Based on DDOT’s truck and bus route system map, it is likely that service vehicles will access and egress the site along Connecticut Avenue as it is the nearest roadway designated as a preferred truck route.

Pedestrian Facilities

Pedestrian facilities along the perimeter of the site will be improved over existing conditions. Under existing conditions, the sidewalks along Newark Street and Macomb Street do not meet DDOT requirements by not having wide enough sidewalks or not having adequate buffer space. As part of the development, sidewalks along Newark Street and Macomb Street will be improved to include 6 foot sidewalks with 6 foot buffers. Sidewalks along Connecticut Avenue will be improved to 8 foot sidewalks with 6 foot buffers. Additionally, curb extensions *may* be constructed along Connecticut Avenue to reduce the crosswalk lengths at Newark Street and Macomb Street, consistent with the pedestrian improvements outlined in the *Cleveland Park Transportation Study* performed by DDOT in December of 2013, if DDOT ultimately chooses to implement these improvements.

Bicycle Facilities

The development will incorporate several elements that promote cycling as a mode of transportation to and from the library. A minimum of six bicycle racks will be located near the entrance, which will accommodate 12 short-term bicycle parking spaces. A bicycle repair station will also be conveniently located along the perimeter of the site for public use. Within the building itself, long-term bicycle storage and shower facilities will be provided for use by library staff.