

**Patrick Henry School and Recreation Center Project
Parking Management Plan for New Facility (Begins January 2019)**

Purpose

This parking plan is intended to describe the various policies and procedures which will go into effect upon the opening of the new Patrick Henry School and Recreation Center (planned for January 1, 2019). It is intended to maximize the efficiency of the school drop-off/pickup and special event parking systems while prioritizing the safety of students and recreation center patrons.

Parking Tabulations

PARKING	PARKING DISTRICT ZONE 12: 650 CLASSROOM SEATS x (1 SPACE/25 CLASSROOM SEATS) = 26 SPACES (SCHOOL) 10 CLASSROOMS X (2 SPACES/CLASSROOM) = 20 SPACES (NURSERY) 18,841 SF x (1 SPACE/200 GROSS SF RECREATIONAL USE) = 94 SPACES (REC FACILITY) TOTAL SPACES REQUIRED = 140 SPACES TOTAL SPACES PROVIDED = 155 SPACES (149 STANDARD & 8 HANDICAP) INCLUDES 18 SPACES DEDICATED FOR RECREATION CENTER USERS ONLY
TOTAL HANDICAP SPACES:	8 SPACES
VAN ACCESSIBLE HANDICAP SPACES:	1 SPACE
LOADING SPACES:	1041 SF X (1 SPACE/20,000 SF) = 1 SPACE
BICYCLE PARKING SPACES:	652 ELEMENTARY STUDENTS x (1 SPACE/20 ELEMENTARY STUDENTS)=33 SPACES 236 MIDDLE SCHOOL STUDENTS (1 BICYCLE SPACE/15 MIDDLE SCHOOL GRADES 6-8 STUDENTS) = 16 SPACES <u>155 PARKING SPACES x 0.15 (CLASS 2/3 BICYCLE PARKING SPACES)=24 SPACES</u> 73 BICYCLE SPACES REQUIRED 74 BICYCLE SPACES PROVIDED PER CITY OF ALEXANDRIA BICYCLE PARKING STANDARDS, A CLASS 3 "INVERTED U" RACK ACCOMMODATES 2 BICYCLES, THEREFORE, 74 SPACES REQUIRE 37 "INVERTED U" RACKS.

PATRICK HENRY PRE-K-8 SCHOOL

Drop-off and Pickup Times

Bus and vehicle activity for drop-off and pickup shall only occur during the timeframes listed below. As is done today, up to ten (10) Patrick Henry staff members will be positioned around the property during these times to ensure that parents adhere to the designated times. See [Figure 1](#) for current planned locations for staff.

	Morning Drop Off	Afternoon Pick Up	
		Regular School Day	Afterschool Program
ACPS BUSES	7:20-7:30 a.m.	2:20-2:25 p.m.	NA
PARENT VEHICLES	7:35-8:00 a.m.	2:30-2:55 p.m.	6:00 p.m.

Pedestrian Access

See Figure 1 for pedestrian pathway access to the school and recreation center. Red arrows indicate the various areas where it is anticipated pedestrians will enter the site. At present, ACPS does not anticipate any students arriving from the northwest of the site based on current school districting. School staff will be stationed around as indicated on Figure 1 to encourage entrance at these points. At this time, ACPS is in preliminary discussions with the Alexandria police department regarding the potential assignment of a crossing guard to the school. Should one be deemed necessary, it is anticipated they would be placed at the main entry off Taney Avenue as indicated on Figure 1.

Bus Loop / Loading Access

The newly constructed bus loop off of North Latham Street will have a gate to prevent unwanted access. The gate will be electronically controlled with an access code pad at the gate and a remote controller within the school building. The gate will automatically open during the time frames listed above for Bus access. The bus loop will also be used for large deliveries (ie: cafeteria food) utilizing the school loading dock, vehicles servicing the mechanical and electrical rooms, and trash pickup for both facilities.

Morning Drop-Off Procedures

Once directed, vehicles in the designated drop-off area may release student(s) only from the right/passenger side of the vehicle. At no time may students exit a vehicle from the left side. Once all students have exited their vehicles, they must promptly enter the building through the main entrance. Drivers should take care that all of their students reach the sidewalk safely before pulling forward. Students sometimes chase papers, balls, etc., moving unexpectedly to retrieve them, and are not easily seen by drivers.

While parents are welcome to observe a student as he or she walks into the building, leaving vehicles parked while the parent escorts the student into the building is not allowed (with the exception of Head Start students). If parents need to enter the building for any reason, they shall park in a designated visitor parking area and walk the student into the building.

Designated Drop-Off /Pickup Areas

MORNING DROP-OFF

Students Arriving by Bus

Buses will access the school utilizing the newly constructed bus lane off of North Latham Street. Buses will line up alongside the sidewalk in front of the entry to the cafeteria to allow students to immediately access the sidewalk once departing the bus. School staff will be on hand to ensure students are safely moved into the school building. Buses will then depart by pulling forward, turning in the cul-de-sac, and continuing along the westbound lane of the bus loop until leaving the property by returning to North Latham Street.

Students Arriving by Vehicle (Grades K-8)

Parents who elect to drive their children to school shall do so by utilizing the student drop-off loop directly in front of the main entry to the school. To access this lane, parents will utilize the main entrance off Taney Avenue and drive into the middle lane which runs directly to this area. Parents shall pull up so the sidewalk in front of the school is directly accessible from the passenger side doors. School staff will be on hand to ensure students are safely moved into the school building. Parents shall then continue along the bus loop where they will naturally end up in the leftmost lane of the drive aisle to exit the property back to Taney Avenue.

Students Arriving by Vehicle (Head Start)

Parents shall utilize the school visitor parking spaces to park their vehicles and escort their children into their classrooms as required by Head Start policy. To access these spaces, parents will utilize the main entrance off Taney Avenue and drive into the rightmost lane to then immediately turn into the parking lot. Vehicles shall continue eastward and then northward to access the designated parking spots. Once parked, parents shall depart their vehicles and escort their children into their classrooms as required by Head Start policy. Once returned to their vehicles, parents shall drive towards the drive aisle and into the west-most lane to exit the property back out to Taney Avenue.

AFTERNOON PICK-UP

Students Departing by Bus

Student departure will occur in the same manner as morning drop-off. Buses will access the school and depart in the same manner described above. School staff will be on hand throughout the dismissal process to ensure all students are safely placed on buses for departure.

Students Arriving by Vehicle (Grades K-8)

Parents shall pick up their children in the same manner as described above for morning drop-off. Vehicles shall enter and exit the property in the same manner described above. School staff will be on hand throughout the dismissal process to ensure all students are safely placed in vehicles for departure.

Students Arriving by Vehicle (Head Start)

Parents shall access the visitor parking spaces in the same manner as described above. Once parked, parents shall enter their children's classrooms to sign them out per Head Start policy.

Drop-Off Restrictions

NO PARKING signage will be installed along the northbound lane of North Latham Street in an effort to discourage parents from dropping off or picking up their children at these areas.

ACPS Staff Parking

The parking lot for the new Patrick Henry facility will be signed to allow for open use of the parking lot between school staff and recreation center users ONLY with the exception of a few spaces nearest to both facilities (see [Figure 1](#) for details). Signs will indicate that public parking will be prohibited in the lot. It is anticipated that the majority of parking spaces will be used by school staff during weekday school-hours and that recreation center patrons will utilize more of the spaces during non-school hours (see table below for additional details). To access these spaces, staff will utilize the main entrance off Taney Avenue and drive into the rightmost lane to then immediately turn into the parking lot.

	% of Parking Spaces Anticipated to be Occupied by School	% of Parking Spaces Anticipated to be Occupied by Recreation Center
Weekday Morning (7am – 12pm)	70%	20%
Weekday Afternoon (12pm – 5pm)	70%	20%
Weekday Evening (5pm – 10pm)	5%	70%
Weekend Morning (7am-12pm)	5%	70%
Weekend Afternoon (12pm-5pm)	5%	70%
Weekend Evening (5pm-10pm)	5%	70%

Bike Parking

Bike parking will be made available in the areas as indicated on [Figure 1](#).

On-Street Parking

On-street parking rules will be consistent with current City street parking regulations on the streets surrounding the Patrick Henry School and Recreation Center. With the addition of the parent drop-off loop at the front of the school building, Taney Avenue will no longer have signage indicating areas for parents to drop off their children. When the new facility opens, there will be approximately ten street parking spaces along the north side of Taney Avenue between the WMATA bus stop and the entrance to the new parking lot.

Public Transportation

ACPS encourages the use of public transit and carpooling to reduce the total number of vehicle trips to and from the school site. Information on school buses will be distributed to parents annually. Information on transit and carpooling will be distributed to staff annually, per the Transportation Demand Management Plan.

Communication Plan

The school will develop a sent home leaflet outlining parking protocols showing permissible procedure for drop off and pick up. This is to be posted on the school website and distributed in school communications.

Special Events

For special events (ie: Back to School night, student performances) the school parking lot will be made available on a first-come, first-serve basis. Any overflow parking will utilize local street parking spaces as allowed by city regulations.

Parking Restrictions

Per standard City regulations, there is no overnight parking permitted. The school reserves the right to have any unattended vehicle immediately towed if that vehicle is illegally parked, could impede the progress of drop-off/pickup, or is considered a threat to safety.

PATRICK HENRY RECREATION CENTER

Hours of Operation

The Patrick Henry Recreation Center will be open seven days a week from 6:00 a.m. to 9:00 p.m. It is anticipated that patrons will access the recreation center at all hours of the day, with larger attendance on weekends and early in the morning and later in the evening on weekdays.

Vehicle Access

There are (6) parallel parking spaces along the drop-off loop and (12) parking spaces at the north end of the parking lot designated as being specific for recreation center users. These spaces have been dedicated to ensure that a small number of spaces within a closer proximity to the center entrance are reserved for recreation center users at all times to support patronage by users of all age. It is anticipated that recreation patrons will utilize those spaces before utilizing the general parking spaces throughout the parking lot given their proximity to the center. It is also anticipated that during non-school hours (after school staff have left the building), the bulk of the parking lot will be available for recreation center users. Vehicles wishing to park in the lot shall enter the property from Taney Avenue utilizing the east-most lane to then turn into the parking lot. Vehicles shall exit the property by utilizing the west-most lane to leave back out to Taney Avenue. Signs will indicate that public parking will be prohibited in the lot.

Pedestrian Access

See the diagram above for pedestrian pathway access to the school and recreation center. Red arrows indicate the various areas where it is anticipated that pedestrians will enter the site.

Special Events

RPCA anticipates that the center may occasionally act as a congregation point for senior citizen activities occurring off the property. In these instances, patrons will park as outlined above and a bus would utilize the drop-off loop in front of the main entry to the school and recreation facilities. Such instances will be coordinated with school staff to occur during non-school hours.

Public Transportation

RPCA encourages the use of public transit and carpooling to reduce the total number of vehicle trips to and from the school site. Information on transit and carpooling will be distributed to staff annually, per the Transportation Demand Management Plan.

Figure 1 – Patrick Henry School and Recreation Center Site Plan

