



# Commercial Loading Zone FAQ (Draft)

## **How does DDOT determine loading zone locations?**

DDOT places loading zones on blocks that feature a modest to high level of freight-intensive businesses, provided that these businesses do not have access to other off-street loading options. Although a business may request a loading zone close to its location, DDOT considers the loading zone within the context of community need. Therefore, while DDOT may determine that a loading zone is necessary on a specific block, that loading zone may not necessarily be placed in the location most convenient for the requestor.

## **Does DDOT establish loading zones for the exclusive use of one or more businesses?**

DDOT, as a matter of policy, does not establish commercial loading zones for the exclusive use and benefit of a singular business.

## **How does DDOT decide in which areas to establish commercial loading zones?**

DDOT decides reactively where to establish loading zones by investigating requests for loading zones. DDOT also proactively establishes loading zones based on development patterns, and by analysis of data that includes increases in freight intensive businesses in a particular area, zoning considerations, and changes in loading zone-related traffic infractions. DDOT also receives suggestions for loading zone placement through its ongoing interactions with freight industry stakeholders and Business Improvement Districts.

## **Can loading zones be established anywhere other than on a public street?**

DDOT only places loading zones on city-owned streets.

## **How long does it take to review a request for a commercial loading zone?**

The length of time it takes to review a request for a commercial loading zone varies from case to case. DDOT makes every effort to conduct a full investigation of each request, and to ensure that such factors as safety, livability, commercial exigency, are considered before rendering a recommendation. The Policy, Planning, and Sustainability Administration works with other DDOT administrations to ensure that changes to the curbside are consistent with the district's policy framework and operating guidelines. If the request involves the removal of parking or another curbside feature that is in high demand, the process may include the issuance of a Notice of Intent, and a 30 to 45-day comment period for stakeholders to provide feedback and suggestions.

## **What kinds of vehicles are allowed to occupy a loading zone?**

Loading zones are intended for use by commercial vehicles to deliver and pick up freight. In the District of Columbia a commercial vehicle (truck) is defined as any vehicle with more than three wheels that is greater than twenty-two feet in length, or that is used or maintained for transporting freight, merchandise, or other commercial loads or property.



**Is there a fee for using a commercial loading zone?**

Historically, there has not been a fee charged to for the use of loading zones. However, there is pending regulation that requires commercial vehicles to pay for use of commercial loading zones. This is expected to take full effect in Spring-Summer of 2013.

**What is the fee structure for commercial loading zones?**

Loading zone fees vary from one area of the district to another. However, proposed loading zone regulations set a cap of \$5 per hour, per vehicle.

**What are the methods of payment for loading zones?**

The three ways in which loading zone fees can be paid are (1) commercial permit parking (CPP) annual pass, (2) commercial permit parking (CPP) day pass, and (3) pay-by-phone.

**Who makes a good candidate for a commercial permit parking annual pass?**

Generally speaking, a commercial loading annual pass is feasible for businesses that frequently makes deliveries in the district, and would otherwise pay more than the cost of the least expensive applicable annual pass over a 365-day period.

**How long does it take to obtain a commercial loading permit?**

The application process for a day pass is automated, which means that the approval process is instantaneous, and also that the permit will be printable immediately after approval. However, the annual pass is subject to DDOT review, which means that they are not instantaneous, and could take a week or more to process.

**What is the process for applying for a Commercial Permit Parking Annual Pass or Day Pass?**

As with all other public space permits in the District of Columbia, the Commercial Permit Parking Annual Pass and Day pass are available for purchase on [DDOT's Transportation Online Permit System \(TOPS\)](#).

**Can any of the two commercial loading permits be transferred from one vehicle to another?**

All Commercial permits are vehicle-specific and non-transferrable.

**Can a Commercial Permit Parking Annual Pass be revoked?**

As with any permit issued by the District of Columbia, the Commercial Permit Parking Annual Pass is district-owned property. Thus, if the Commercial Permit Parking Annual Pass is deliberately used by the Grantee or any assignee of the Grantee to commit a crime, or is consistently used in a manner inconsistent with its intended purpose, DDOT reserves the right to cancel it and all implied privileges.

**\*All references herein to commercial permit parking annual pass, commercial permit parking day pass, pay-by-phone (or any sort of payment system for access to, and use of, commercial loading zones) are regulatory proposals currently pending approval by the District of Columbia City Council.**