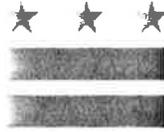


**GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF TRANSPORTATION**



ADMINISTRATIVE ISSUANCE SYSTEM

DEPARTMENTAL ORDER NO. 06-2010

DATE: October 22, 2010

**SUBJECT: DDOT Policy for the Use of the Public Right of Way
for Security Related Purposes**

PURPOSE

To establish guidelines to aid the District Department of Transportation (DDOT) staff when handling security related parking restriction requests to occupy District controlled public right of way that could impact vehicular, transit, pedestrian or bicycle traffic flows and to ensure the proper use of public space.

AUTHORITY

Section 603 of the Fiscal Year 1997 Budget Support Act of 1996, effective April 9, 1997 (D.C. Law 11-198; D.C. Official Code § 10-1141.03); Section 5(4) of the Department of Transportation Establishment Act, effective May 21, 2002 (D.C. Law 14-137; D.C. Official Code § 50-921.04(4)).

POLICY

- A. The DDOT is responsible for the safe and efficient movement of goods, persons and information throughout the District of Columbia with minimal adverse impacts on the residents and environment. Consistent with DDOT's Mission Statement, DDOT shall review applications for public right of way occupancy permits to install security measures, including long-term prohibition of parking, in a manner designed to balance public transportation needs with building security needs.
- B. The first priority of DDOT will be to maintain a safe transportation system that is open to the general public to efficiently move persons and goods throughout the city.
- C. Security measures installed to protect buildings shall require a public right of way occupancy permit, renewable annually from the Government of the District of Columbia, and applicants shall use the public right of way occupancy permit application procedures

and forms authorized by the DDOT Public Policy and Sustainability Administration (PPSA).

- D. DDOT shall require applicants to pay for all design, installation and maintenance costs of approved occupancy of the right of way, including any costs to DDOT for changes to the infrastructure of the public right of way such as the fabrication and installation of signs and sign poles or the removal of parking meters. DDOT shall also require applicants to pay the District of Columbia an annual fee equivalent to the fair market value of any lost public space.
- E. DDOT shall include a provision stipulating that DDOT may revoke the permit at any time, provided there is no longer a security purpose for reserving the public right of way, provided further that DDOT shall reimburse the applicant for any payment in excess of the time used before the permit was revoked.

GUIDELINES

DDOT employees handling security related parking restriction requests to occupy District controlled public right of way shall notify applicants of the following guidelines:

- A. DDOT shall NOT approve any application to close a roadway on a permanent basis and shall limit temporary closures to limited locations during specific security threats or conditions.
- B. DDOT shall NOT approve any application to permanently or temporarily block any travel lane on a designated Emergency Evacuation Route.
- C. DDOT shall NOT approve any application that permanently or temporarily restricts access to mass transit facilities, including Metrorail Station entrances (escalators or elevators) or Metrobus stops or designated commuter bus stops.
- D. DDOT shall NOT approve any application for permanent or temporary facilities or structures that would have the effect of blocking accessibility ramps.
- E. DDOT shall NOT approve any application to permanently remove or restrict parking along the curb lane except at limited locations with a demonstrable need.
- F. Where metered parking is removed due to an approved public right of way occupancy permit, the applicant shall be responsible for compensating the District government for lost parking meter revenue and for any charges directly related to the removal of parking meters, including the removal of any pole upon which the meters are placed. In addition, the applicant shall be required to pay the District of Columbia an annual fee equivalent to the value of any lost use of the public right of way, as determined by DDOT.
- G. Where other changes to the public right of way infrastructure are required, the applicant shall be responsible for compensating the District government. These costs include and are not limited to the fabrication and installation of parking signs and sign poles.

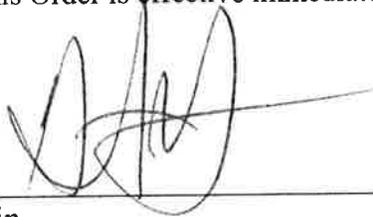
- H. Requests to install perimeter barriers shall be consistent with the policies established in the National Capital Urban Design and Security Plan, issued by the National Capital Planning Commission in October 2002.
- I. DDOT encourages security perimeters to be established within privately owned space or federal public space adjacent to buildings (i.e. not on sidewalks, curbs, gutters, streets or public alleys within District controlled public right of way).
- J. Where the applicant seeks to place building perimeter security measures in District controlled public right of way adjacent to its building(s), the applicant shall complete required forms and follow procedures to obtain a public right of way occupancy permit from DDOT.
- K. Perimeter barriers shall be no closer than two (2) feet from the curb line, shall not block pedestrian traffic flow from the curb line to the sidewalk, and shall not present an unreasonable barrier to pedestrians traveling within the sidewalk. Where the proposed barrier would not provide adequate access for persons with disabilities from the curb to the sidewalk, a greater set-back distance may be required.
- L. DDOT would require in most instances that perimeter barriers shall be designed so as to be removable when there is no longer an immediate security threat.
- M. All costs associated with the design, installation, maintenance and removal of approved perimeter barriers and other security measures shall be borne by the applicant.
- N. The applicant shall be liable for any claims or damage resulting from the placement of the security device in the public right of way.

ISSUANCE APPLICABILITY

This Departmental issuance is to be given to each DDOT employee for their review and retention, based on the applicability of this policy to the affected group.

EFFECTIVE DATE

This Order is effective immediately.



Gabe Klein
Director

10/21/10
Date