

# PARK & RIDE DESIGN GUIDELINES

VIRGINIA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION AND MOBILITY PLANNING DIVISION - 2018







### INTRODUCTION

Historically, there has not been a "go to" resource for developing or retrofitting Park & Ride lots in Virginia, making it challenging for local governments and agencies to design a lot that is safe, accessible, environmentally sensitive, and compliant with federal and state requirements.

The Park & Ride Design Guidelines, developed by the Virginia Department of Transportation (VDOT), seek to add clarity to Park & Ride design and provide a user-friendly framework from which users can make informed decisions regarding lot layout, services, amenities, and green infrastructure. The Guidelines are not prescriptive, but are intended to streamline information from agencies, such as VDOT, the Department of Rail and Public Transportation (DRPT), the Virginia Department of Conservation and Recreation (DCR), and the Virginia Department of Environmental Quality (DEQ). VDOT's Road Design Manual is particularly important, as it includes requirements for ADA parking and accessibility, drop-off and pick-up areas, bus loading/unloading, and other important requirements. Note: the VDOT Road Design Manual is only viewable in Internet Explorer.

### UNDERSTANDING THE GUIDELINES

The Guidelines are segmented by lot type (High Density, Medium Density, Low Density) to help distinguish lots based on their services, amenities, and surrounding environments. These lot types were loosely developed based on the VTrans2040 Placetypes, but are not rigidly defined because VDOT understands that each lot varies in terms of its purpose and need. The lot types are briefly described below and illustrated through aerial visualizations.



High Density Lots are typically located in multimodal suburban/ urban areas that are accessible by high capacity transit (Metrorail or frequent bus service) and to cyclists and/or pedestrians. They typically require specific traffic patterns and designated entrances/exits for varying vehicle types (transit, bicycles, single-occupancy vehicles, etc). They offer various services amenities and utilize a range of green infrastructure.



Medium Density Lots are typically located in suburban areas and/ or near interstates/interchanges. They typically have bus service, carooling or vanpooling (including slugging), and may be accessible to cyclists and/or pedestrians. They typically require specific traffic patterns and may have designated entrances/exits for transit vehicles. They offer various services and amenities (based on lot size and demand) and include a range of green infrastructure.



Low Density Lots are typically located in rural areas near interstates or arterial roadways. They typically have limited transit service, if at all, are typically used for car/vanpooling, and may require one-way traffic patterns and/or angled parking. They typically include green infrastructure.

Each lot type is displayed in the context of three themes: 1) Lot Layout; 2) Amenities and Features and; 3) Green Infrastructure and Technology, each of which is presented based on a series of potential characteristics (see Table 1).

In addition, the Guidelines identify the "Required", "Preferred", and, in some cases, "Suggested" features for each of the three themes. Required Features are typically consistent with federal and/or state guidelines; Preferred Features are recommended, but may depend on lot needs and characteristics; and Suggested Features are encouraged when feasible, but are not required. Design graphics are provided for illustrative purposes to show required, preferred and suggested accommodations and amenities and do not constitute design standards for referenced facilities. As referenced, the <a href="VDOT Road Design Manual">VDOT Road Design Manual</a> provides detailed design guidance and specifications for amenities.



LOT LAYOUT	AMENITIES & FEATURES	GREEN INFRASTRUCTURE & TECHNOLOGY
Parking Drop-off and pick-up (kiss & ride) Bus loading/unloading areas Access/egress Vehicle circulation Non-vehicle circulation Car/vanpooling (including slugging)	Bike parking Bus stops and shelters Trash receptacles Safety Lighting Signage	Vegetation Stormwater management Solar energy Green technology Integrated corridor management (ICM)

### OTHER NOTES

The Guidelines are intended for digital viewing and hyperlinks are provided in cases where additional information may be needed. For example, the Guidelines frequently reference the <u>VDOT Road Design Manual</u> for more detailed requirements. Note: the Road Design Manual is only viewable in Internet Explorer.



Prepared for:



Prepared by:





Falls Church, Va (High Density Lot)

### HIGH DENSITY LOTS

High density lots are typically located in multimodal suburban/urban areas that are accessible by foot, bicycle, and high capacity transit (Metrorail or frequent bus service). They typically have two-way traffic patterns, 90-degree parking and designated entrances/exits for transit vehicles. They offer various services and amenities and utilize a range of "green" parking lot techniques to minimize stormwater runoff.

### LOT LAYOUT

### **REQUIRED FEATURES**

PARKING Install perpendicular, 90-degree parking in order to maximize the number of spaces. Provide ADA-accessible parking including van-accessible parking. See **VDOT** Road Design Manual for precise requirements (Appendix A(1), Section A(1)-2 Parking Design Features).



Include passenger drop-off and pick-up areas (kiss & ride) that are at least 8' wide and 20' long. See <u>VDOT Road Design Manual</u> for detail (Appendix A(1), Section A(1)-2 Parking Design Features). Provide a designated dropoff/pick-up area for mobility-on-demand services, like Uber and Lyft.



If served by transit, provide bus boarding lanes (minimum of 12' wide) and bus boarding areas (minimum of 50' long) for each standard bus (70' for each articulated bus). Work with the local transit agencies to provide sufficient space for bus queuing. See <u>VDOT Road Design Manual</u> for design details on different bus boarding configurations (Appendix A(1), Section A(1)-3 Transit (Bus) Facilities Design Criteria).

Figure 1: Bus Loading Area in High Density Lot

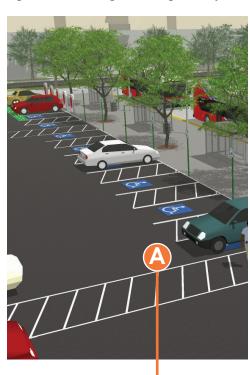


Figure 2: Bus Loading Area in High Density Lot



Bus boarding lanes that are at least 12'

Provide ADA-compliant spaces

## **VEHICLE CIRCULATION**

Include 26' parking aisles (minimum) for lots with two-way traffic and 90-degree parking. See the **VDOI** Road Design Manual for detail on minimum one-way and two-way aisle widths for 90, 60, and 45-degree parking configurations (Appendix A(1), Section A(1)-2 Parking Design Features - Rest Areas). If served by transit, include Bus Only lanes and bus queuing areas. Include designated areas for drop-off/pick-up.



wide and 50' long for each standard bus (70' for articulated buses)

Include 26' parking aisles (minimum) for lots with two-way NON-VEHICLE CIRCULATION traffic and 90-degree parking

Install 5'-7' wide sidewalks on the lot's periphery and between parking areas. Utilize high visibility crosswalks (ladder, zebra, continental)

and loading areas. See the **VDOT** Roadway Design Manual (Appendix A(1), Section A(1)-1 Bicycle and Pedestrian Facilities). SLUGGING ACCOMMODATIONS Provide designated areas/signage

for slugging and include proper pedestrian

Install walkways or sidewalks to connect

parking areas and boarding areas. Sidewalks

should be a minimum of 5' wide. Include ADA-

accessible curb ramps for access onto sidewalks

### PREFERRED FEATURES



accommodations to/from these areas.

Include passenger drop-off and pick-up areas (kiss & ride) that conform to requirements within the VDOT Road Design Manual (Appendix A(1), Section A(1)-2 Parking Design Features).

ACCESS/EGRESS Provide two entrances. Provide access points on collectors or local streets rather than on major arterials or freeway ramps (Texas Transportation Institute)

NON-VEHICLE CIRCULATION Install 5'-7' wide sidewalks (NACTO, FHWA) on the lot's periphery and between



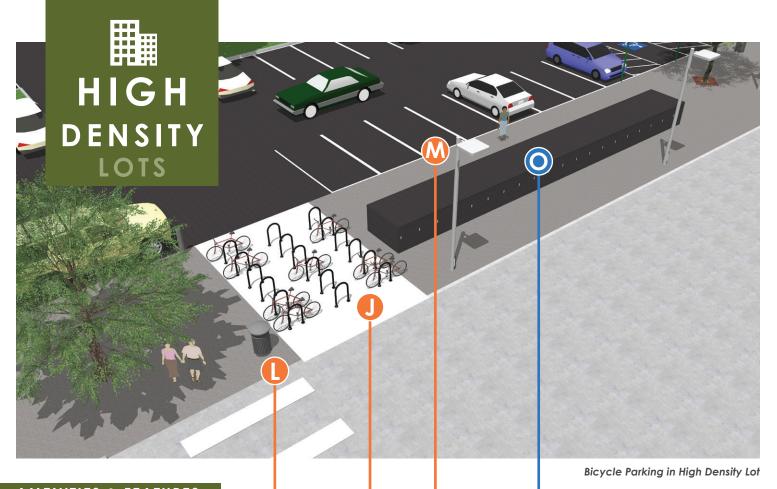


parking areas. Utilize high visibility crosswalks (ladder, zebra, continental) where appropriate. Install 10' shareduse paths that connect to the surrounding area's active transportation network, if applicable (VDOT Road Design Manual, Appendix A(1), Section A(1)-1 Bicycle and Pedestrian Facilities)

**High Density Lot Overview** 

Provide two entrances. Provide access points on collectors or

local streets rather than on major arterials or freeway ramps



### **AMENITIES & FEATURES**

### **REQUIRED FEATURES**

BIKE PARKING Provide bicycle parking at a rate of 1 space for every 10 to 20 vehicle spaces. Use racks with a 2-point locking capability such as "inverted U" and avoid "comb racks". When installing, maintain the pedestrian through zone. See the Association of Pedestrian & Bicycle Professionals for more detail on installation/ placement.

**BUS STOPS AND SHELTER** Provide shelters at bus transit stops. See the <u>VDOT Road Design Manual</u> for details on transit shelters (Appendix A(1), Section A-3 Transit (Bus) Facilities Design Criteria).

Install trash receptacles in all boarding areas.

Utilize fixtures that shield the light source to minimize light pollution, reduce glare, facilitate better vision at night, and conserve energy. Install LED lights to reduce carbon emissions, maximize energy efficiency, and reduce maintenance costs. The Department of Energy estimates that LED lighting can reduce parking lot energy use

over 50% compared to typical code.

Install trash receptacles

in all boarding areas

### SIGNAGE

Bicycle parking should

be provided at a rate

of 1 to every 10-20

vehicle spaces

Install directional signs and traffic control in accordance with the Manual on Uniform <u>Traffic Control Devices (MUTCD)</u>. Coordinate with the local transit agencies to install bus route signage.

### PREFERRED FEATURES

BIKE PARKING Consider installing covered bike racks

and bike lockers for additional security and allday storage.

SHELTERS & BOARDING AREAS Shelters should include a bench (with backrest) and an area for wheelchairs or other

mobility-assisted devices. See the  $\underline{\text{VDOT Road}}$ Design Manual (Appendix A(1), Section A(1)-3 Transit (Bus) Facilities Design Criteria).

Consider installing bike lockers for

additional security and all-day storage

## **SECURITY**

SIGNAGE

Use fixtures that shield the light source to minimize

light pollution, reduce glare, improve visibility at

night, and conserve energy.

Install emergency assistance phones and video surveillance cameras (parking garages).

Install bus timetables and route maps and provide bicycle route signage in accordance with the MUTCD. Utilize Integrated Corridor Management (ICM) technologies, such as digital, real-time information on parking space availability for travelers approaching the lot or station. Note: utility ROW may be required.

## GREEN INFRASTRUCTURE AND TECHNOLOGY

### **REQUIRED FEATURES**

Landscaping.

**VEGETATION** Install native, context-sensitive plants. Visit Virginia DCR for information on Native Plants for Conservation, Restoration, and

Utilize green infrastructure and low impact development, such as bioswales and bioretention ponds. The Virginia Stormwater <u>BMP Clearinghouse</u> provides design standards and specifications for all stormwater best management practices (BMPs) approved

STORMWATER MANAGEMENT

for use in Virginia to control the quality and/ or quantity of stormwater runoff. The NACTO <u>Urban Street Stormwater Guide</u> provides tools to design streets/spaces for successful stormwater management.

### PREFERRED FEATURES

STORMWATER MANAGEMENT Utilize Porous Asphalt Mix (PAM) when

constructing or resurfacing lots. Benefits include reducing stormwater runoff, recharging groundwater, and potentially increasing the "developable" area of the site (since permeable paving can reduce the need for large stormwater management structures).

Native, contextsensitive vegetation

Bioswale for low-impact stormwater management Green Infrastructure in a High Density Lot

Utilize permeable/porous surface to reduce stormwater runoff, recharge groundwater, and reduce the need for large stormwater management structures

## Refer to <u>VDOT Materials Division's Manual</u>

of Instructions - Section 605.02 for PAM applications.

Install solar panels in high-sun areas to reduce energy costs and minimize environmental impacts.

## GREEN TECHNOLOGY

SOLAR

Install electric vehicle (EV) charging stations in approximately 2% of all spaces. Consider accessibility, ease of use, and safety for disabled drivers, including those using wheelchairs or other assistive equipment.

### SUGGESTED FEATURES

### VEGETATION

Include landscaping approximately 10-20% of the lot (AASHTO).

Consider installing solar canopies which can maximize space, provide shelter for cars, and charge electric vehicles.

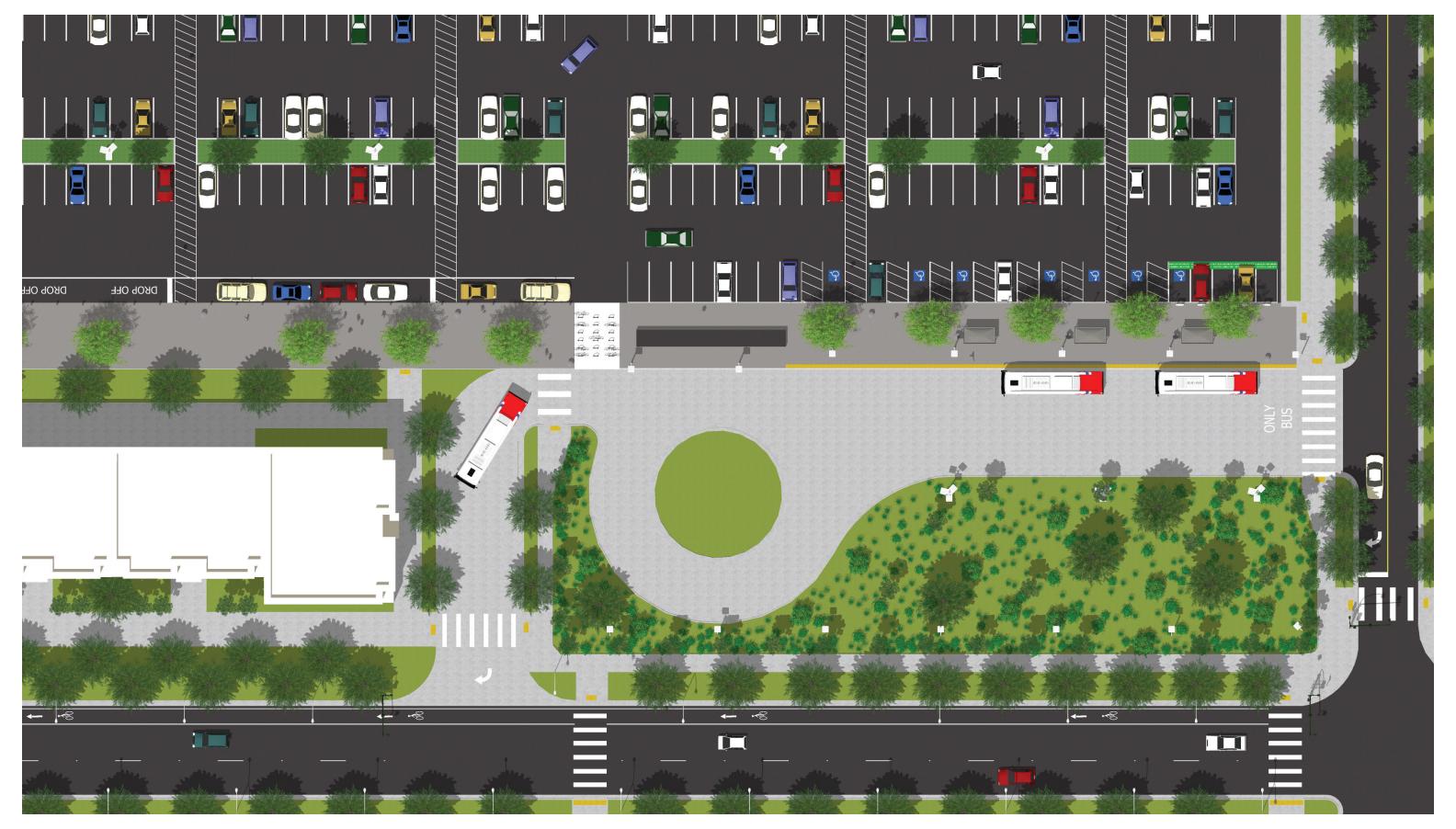
### Figure 4: Electric Vehicle Charging in High Density Lot



Electric vehicle (EV) charging stations in priority locations while maintaining ADA parking access

Landscaping covering 10-20% of lot

## HIGH DENSITY PARK & RIDE LOT: VISUALIZATION AND EXAMPLE



The Park & Ride Design Guidelines provide various perspectives of the High Density Lot, helping users visualize the range of required, preferred, and suggested features. Design graphics are provided for illustrative purposes and do not constitute design standards for referenced facilities/amenities.



Stafford Plaza Lot, Va (Medium Density Lot)

### MEDIUM DENSITY LOTS

Medium density lots are typically located in suburban areas and/or near interchanges. They typically have bus service, casual carpooling (slugging), and may be accessible by bicycle. They typically have two-way traffic patterns, 90-degree parking and may have designated entrances/exits for transit vehicles. They offer various services and amenities (based on lot size and demand) and include a range of green infrastructure treatments.

### LOT LAYOUT

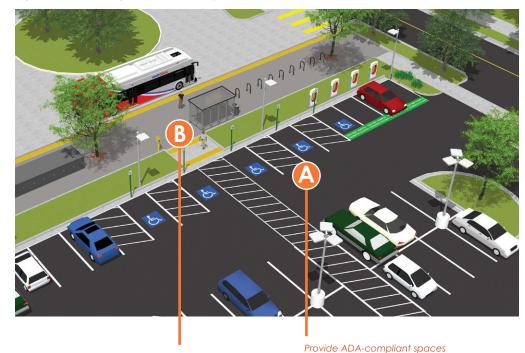
### **REQUIRED FEATURES**

PARKING Install perpendicular, 90-degree parking in order to maximize the number of spaces. Provide ADA-accessible parking including van-accessible parking. See **VDOT** Road Design Manual for precise requirements (Appendix A(1), Section A(1)-2 Parking Design Features).

**BUS LOADING/UNLOADING** If served by transit, provide bus boarding lanes (minimum of 12' wide) and bus boarding areas (minimum of 50' long) for each standard bus (70' for each articulated bus). Work with the local transit agencies to provide sufficient space for bus queuing. See VDOT Road Design Manual for design details on different bus boarding configurations (Appendix A(1), Section A(1)-3 Transit (Bus) Facilities Design Criteria).

VEHICLE CIRCULATION Include 26' parking aisles (minimum) for lots with two-way traffic and 90-degree parking. See the <u>VDOT Road Design Manual</u> for detail on minimum one-way and two-way aisle widths for 90, 60, and 45-degree parking configurations (Appendix A(1), Section A(1)-2 Parking Design Features - Rest Areas).

Figure 5: ADA Parking in Medium Density Lot



Bus boarding lanes that are at least 12' wide and 50' long for each standard bus (70' for articulated buses)

NON-VEHICLE CIRCULATION

Install walkways or sidewalks to connect parking areas and boarding areas. Sidewalks should be a minimum of 5' wide. Include ADA-accessible curb ramps for access onto sidewalks and loading areas. See the VDOT Road Design Manual (Appendix A(1), Section A(1)-1 Bicycle and Pedestrian Facilities).



served by transit

arterials or freeway ramps

Walkways or sidewalks connecting parking areas to boarding areas (minimum 5' wide)

### PREFERRED FEATURES

DROP-OFF AND PICK-UP

Include passenger drop-off and pick-up areas (kiss & ride) that conform to requirements within the VDOT Road Design Manual (Appendix A(1), Section A(1)-2 Parking Design Features). Provide a designated drop-off/pick-up area for mobilityon-demand services, like Uber and Lyft.

ACCESS/EGRESS Provide two entrances. Provide access points on collectors or local streets rather than on major arterials or freeway ramps (Texas Transportation Institute)

**VEHICLE CIRCULATION** If served by transit, include Bus Only lanes and bus queuing areas. Include designated areas for drop-off/pick-up.

NON-VEHICLE CIRCULATION

Install 5'-7' wide sidewalks (NACTO, FHWA) on the lot's periphery and between parking areas. Utilize high visibility crosswalks (ladder, zebra, continental) where appropriate. Install 10' shared-use paths that connect to the surrounding area's active transportation network, If applicable (VDOT Road Design Manual - Appendix A(1) Section A(1)-1 Bicycle and Pedestrian Facilities).

SLUGGING ACCOMMODATIONS

Provide designated areas/signage for slugging and include proper pedestrian accommodations to/ from these areas.



### **REQUIRED FEATURES** BIKE PARKING

Provide bicycle parking at a rate of 1 space for every 10 to 20 vehicle spaces with a minimum of 2-3 racks. Use racks with a 2-point locking capability such as "inverted U" and avoid "comb racks". When installing, maintain the pedestrian through zone. Consider including bike lockers at larger lots in multimodal environments. See the Association of Pedestrian & Bicycle Professionals for more detail on installation/placement.



Install trash receptacles in all boarding areas.

### LIGHTING

Utilize fixtures that shield the light source to minimize light pollution, reduce glare, facilitate better vision at night, and conserve energy. Install LED lights to reduce carbon emissions, maximize energy efficiency, and reduce maintenance costs. The Department of Energy estimates that LED lighting can reduce parking lot energy use over 50% compared to typical code.

### SIGNAGE

Install directional signs and traffic control in accordance with the Manual on Uniform Traffic Control Devices (MUTCD). Coordinate with the local transit agencies to install bus route signage.

## PREFERRED FEATURES

If served by transit, install shelters in

boarding areas.

SHELTERS AND BOARDING AREAS If applicable, install shelters at bus transit

stops. See the <u>VDOT Road Design Manual</u> for detail (Appendix A(1), Section A(1)-3 Transit (Bus) Facilities Design Criteria).



Install emergency assistance phones.

Install bus timetables and route maps and provide bicycle route signage in accordance with the MUTCD.

### SUGGESTED FEATURES

### SHELTERS AND BOARDING AREAS

Install bike racks (2-3 minimum)

Shelters should include a bench (with backrest) and a 2.5' x 4' area for wheelchairs or other mobility-assisted devices. Visit the <u>VDOT Road</u> Design Manual for detail (Appendix A(1), Section A(1)-3 Transit (Bus) Facilities Design Criteria).



Install trash receptacles in all boarding areas

### SIGNAGE

Utilize Integrated Corridor Management (ICM) technologies, such as digital, real-time information on parking space availability for travelers approaching the lot or station. Note: utility ROW may be required.

## **AND TECHNOLOGY**

### **REQUIRED FEATURES**

VEGETATION

Install native, context-sensitive plants. Visit <u>Virginia DCR</u> for information on Native Plants for Conservation, Restoration, and Landscaping.

### STORMWATER MANAGEMENT

Utilize green infrastructure and low impact development, such as bioswales and bioretention ponds. The Virginia Stormwater BMP Clearinghouse provides design standards and specifications for all stormwater best management practices (BMPs) approved for use in Virginia to control the quality and/ or quantity of stormwater runoff. The NACTO <u>Urban Street Stormwater Guide</u> provides tools to design streets/spaces for successful stormwater management.

as bioswales if storm water management is required

STORMWATER MANAGEMENT



## PREFERRED FEATURES

Utilize Porous Asphalt Mix (PAM) when constructing or resurfacing lots. Benefits include reducing stormwater runoff, recharging groundwater, and potentially increasing the "developable" area of the site (since permeable paving can reduce the need for large stormwater management structures). Refer to <u>VDOT Materials</u> <u>Division's Manual of Instructions</u> - Section 605.02 for PAM applications.



Install solar panels in high-sun areas to reduce energy costs and minimize environmental impacts.

## GREEN TECHNOLOGY

Install electric vehicle (EV) charging stations in approximately 2% of all spaces. Consider accessibility, ease of use, and safety for disabled drivers, including those using wheelchairs or other assistive equipment.

### **SUGGESTED FEATURES**

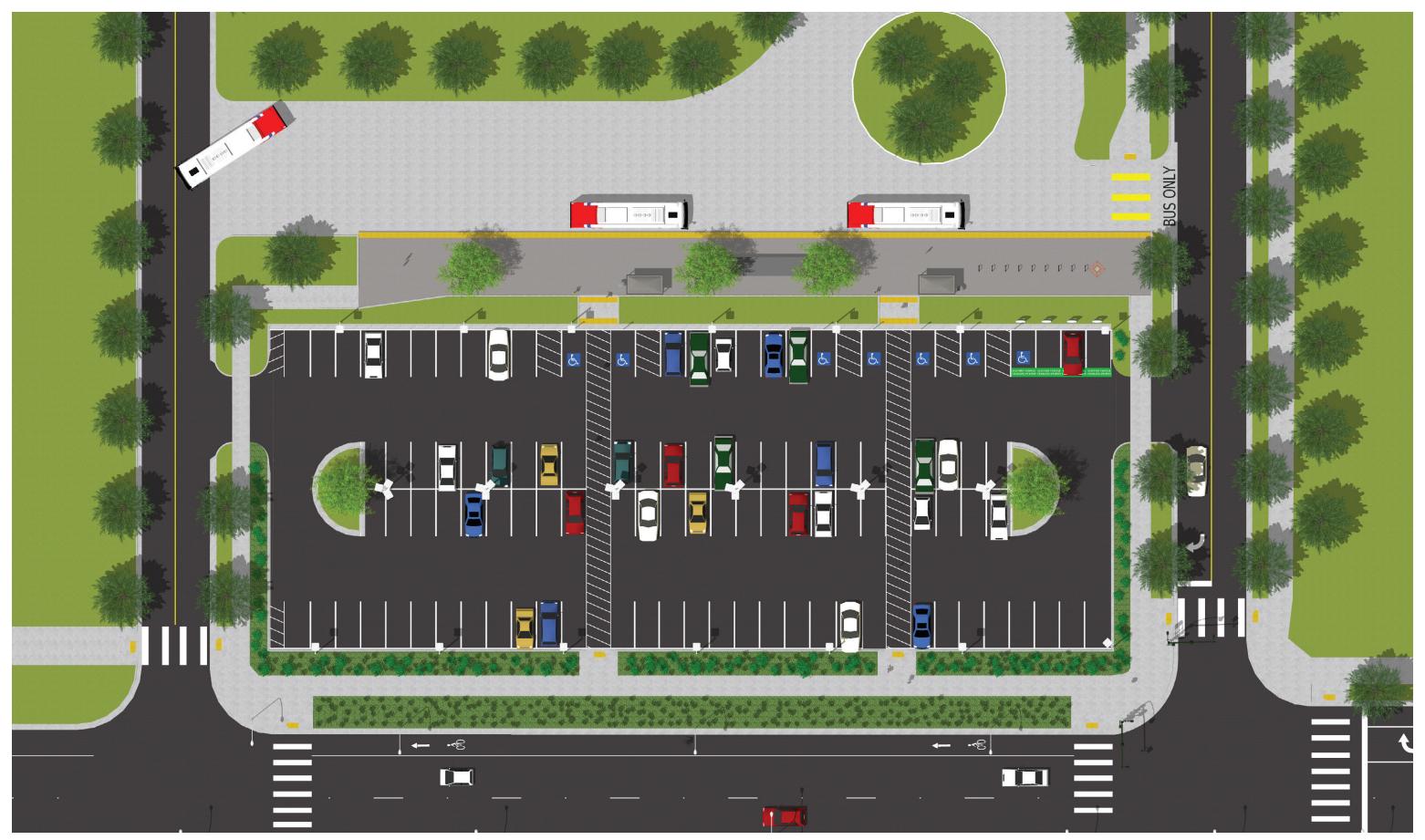


Include landscaping across approximately 10-20% of the lot (AASHTO).



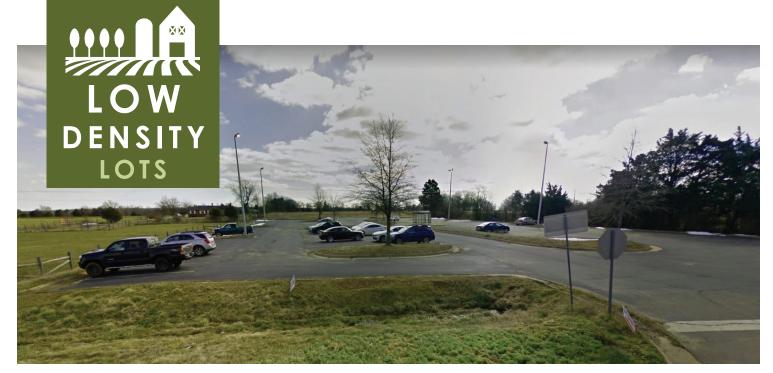
Consider installing solar canopies, which can maximize space, provide shelter for cars, and charge electric vehicles.

## MEDIUM DENSITY PARK & RIDE LOT: VISUALIZATION AND EXAMPLE



The Park & Ride Design Guidelines provide various perspectives of the Medium Density Lot, helping users visualize the range of required, preferred, and suggested features. Design graphics are provided for illustrative purposes and do not constitute design standards for referenced facilities/amenities.





Midland, Va Lot

### LOW DENSITY LOTS

Low density lots are typically located in rural areas near interstates or arterial roadways. They have limited transit service, if at all, and they typically have one-way traffic patterns and 60-degree parking. They include natural features (e.g. bioswales) to help manage stormwater runoff.

### LOT LAYOUT

### REQUIRED FEATURES

PARKING Utilize angled parking (60 degree or 45 degree) in order to facilitate one-way traffic circulation. Provide ADA-accessible parking including van-accessible parking. See **VDOT** Road Design Manual for precise requirements (Appendix A(1), Section A(1)-2 Parking Design Features).



If served by transit, provide bus boarding lanes (minimum of 12' wide) and bus boarding areas (minimum of 50' long) for each standard bus (70' for each articulated bus). Work with the local transit agencies to provide sufficient space for bus queuing. See <u>VDOT Road Design Manual</u> for design details on different bus boarding configurations (Appendix A(1), Section A(1)-3 Transit (Bus) Facilities Design Criteria).

### VEHICLE CIRCULATION

Include 15' parking aisles (minimum) for lots with one-way traffic and 60-degree parking. See the <u>VDOT Road Design Manual</u> for detail on minimum one-way and two-way aisle widths for 90, 60, and 45-degree parking configurations (Appendix A(1), Section A(1)-2 Parking Design Features - Rest Areas).

Figure 6: ADA Parking in a Low Density Lot



Use fixtures that shield the light source to minimize light pollution, reduce glare, improve visibility at night, and conserve energy.

Provide 2-3 bike racks

Provide ADA-compliant

### PREFERRED FEATURES



NON-VEHICLE CIRCULATION

Install walkways or sidewalks to connect parking areas and boarding areas. Sidewalks should be a minimum of 5' wide. Include ADA-accessible curb ramps for access onto sidewalks and loading areas. See the **VDOT** Road Design Manual (Appendix A(1), Section A(1)-1 Bicycle and Pedestrian Facilities).

### SUGGESTED FEATURES

**DROP-OFF AND PICK-UP** 

If warranted based on demand, include passenger drop-off and pick-up areas (kiss & ride) that are at least 8' wide and 20' long. See VDOT Road Design Manual for detail (Appendix A(1), Section A(1)-2 Parking Design Features).

### **AMENITIES & FEATURES**

### **REQUIRED FEATURES**



Install directional signs and traffic control in accordance with the Manual on Uniform Traffic Control Devices (MUTCD)

### PREFERRED FEATURES



Provide 2-3 bike racks. Use racks with a 2-point locking capability such as "inverted U" and avoid "comb racks". When installing racks, maintain the pedestrian through zone. See the Association of Pedestrian & Bicycle Professionals for more detail on installation and placement.

SHELTERS AND BOARDING AREAS If applicable, install shelters at bus transit stops. See the <u>VDOT Road Design Manual</u> for detail (Appendix A(1), Section A(1)-3 Transit (Bus) Facilities Design Criteria)

## Include landscaping across Utilize fixtures that shield the light approximately 10-20% of the lot source to minimize light pollution

### GREEN INFRASTRUCTURE **AND TECHNOLOGY**

### **REQUIRED FEATURES**



Install native, context-sensitive plants. Visit Virginia DCR for information on Native Plants for Conservation, Restoration, and Landscaping.

STORMWATER MANAGEMENT Utilize green infrastructure and low impact development, such as: bioswales and

### **SUGGESTED FEATURES**

nstall trash receptacles.

Install emergency assistance phones.

Utilize fixtures that shield the light source

to minimize light pollution, reduce glare,

facilitate better vision at night, and conserve

energy. Install LED lights to reduce carbon

emissions, maximize energy efficiency, and

reduce maintenance costs. The Department of

Energy estimates that LED lighting can reduce

parking lot energy use over 50% compared to

SECURITY

LIGHTING

### BIKE PARKING

typical code.

Consider installing bike lockers for additional security and all-day storage (based on demand).

SIGNAGE

Coordinate with the local transit agencies to install bus route signage, if applicable



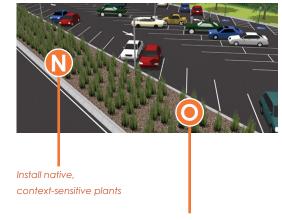
bioretention ponds. The Virginia Stormwater <u>BMP Clearinghouse</u> provides design standards and specifications for all stormwater best management practices (BMPs) approved for use in Virginia to control the quality and/or quantity of stormwater runoff. The NACTO Urban Street Stormwater Guide provides practitioners, leaders, and other advocates with the tools to design streets/spaces for successful stormwater management.

### PREFERRED FEATURES



Install solar panels in high-sun areas to reduce energy costs and minimize environmental impacts.

Figure 7: Green Infrastructure in Low Density Lot



Utilize green infrastructure such as bioswales if storm water management is required

Low Density Lot Overview

### SUGGESTED FEATURES

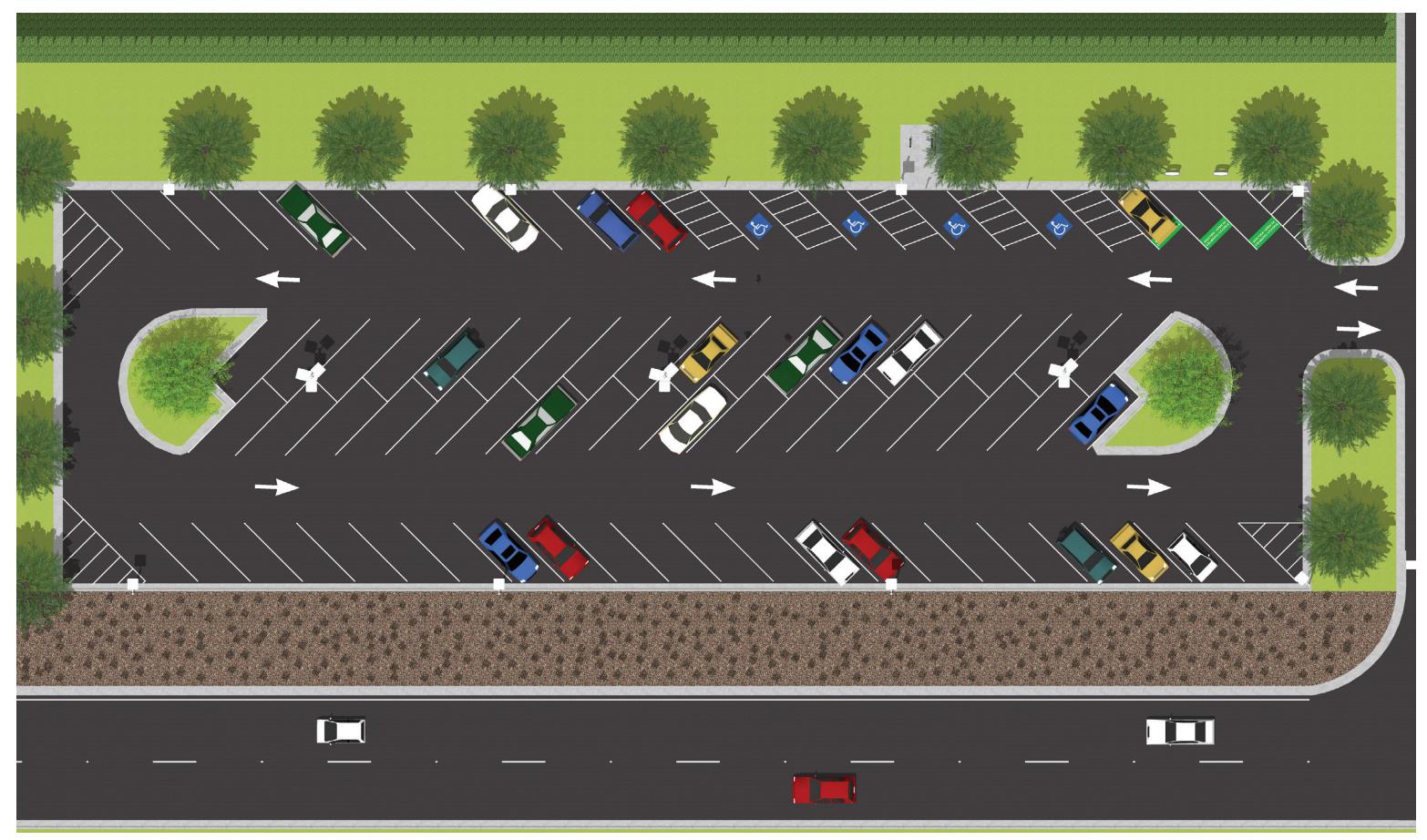
**VEGETATION** 

Include landscaping across approximately 10-20% of the lot (AASHTO).

**GREEN TECHNOLOGY** 

Install electric vehicle (EV) charging stations in approximately 2% of all spaces. Consider accessibility, ease of use, and safety for disabled drivers, including those using wheelchairs or other assistive equipment.

## LOW DENSITY PARK & RIDE LOT: VISUALIZATION AND EXAMPLE



The Park & Ride Design Guidelines provide various perspectives of the Low Density Lot, helping users visualize the range of required, preferred, and suggested features. Design graphics are provided for illustrative purposes and do not constitute design standards for referenced facilities/amenities.