

City of Charlottesville
Petition for Change to Public Parking



(In accordance with City of Charlottesville Code Sec 15-4(e).)

Date: _____

Location of Request: _____

Description of Request: _____

(see next page for space to provide a sketch)

Petitioner: _____ **Phone:** _____

Mailing Address: _____

E-mail Address: _____

Endorser #1: _____ **Phone:** _____

Mailing Address: _____

E-mail Address: _____

Endorser #2: _____ **Phone:** _____

Mailing Address: _____

E-mail Address: _____

Note: While it is not required, before you file this petition we recommend that you talk with the potential affected citizens of this request.

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Please use the box below to provide a sketch of the parking request:

Submit this Petition to:
Traffic Engineering
Department of Neighborhood Development Services
City of Charlottesville
610 E. Market Street, P.O. Box 911
Charlottesville, Virginia 22902
FAX (434) 970-3359
Telephone (434) 970-3182

This department will contact you and inform you of the request status.

Acknowledged: _____
Petitioner Date

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City of Charlottesville Code

Sec. 15-4. General powers and duties of city manager and traffic engineer as to traffic.

(e) Any city resident, and any person who owns a business located within the city, may submit a petition to the city manager, seeking (i) to establish or eliminate any on-street parking regulation that is or would be effective for a period of longer than 30 days, or (ii) to appeal a final decision of the traffic engineer rendered pursuant to paragraph (d), above, of this section. The petition shall be made in writing. Petitions to establish or eliminate a regulation shall be signed by no fewer than three (3) city residents or business owners, and the names and City addresses of those persons shall be legibly printed on the face of the petition. The written petition shall state the purpose(s) of the request and shall identify the specific location(s) at which changes are requested or, when an appeal is taken, a statement of the basis of the appeal.

(1) With respect to any petition that proposes to establish or eliminate a parking regulation that is or would be effective for a period of longer than 30 days, the city manager shall refer the petition to the traffic engineer for review. The traffic engineer shall prepare a proposed ruling upon the petition and his proposed ruling shall be subject to public comment following the procedures set forth in paragraph (d) of this section. Following the required Public Comment Period, the traffic engineer may make any changes he deems appropriate and shall prepare a final written decision on the petition, which shall take effect on the date on which such decision is signed by the traffic engineer, which date shall be no later than six (6) weeks from the date the petition was received by the city manager.

(2) With respect to any petition that seeks to appeal a final decision rendered pursuant to paragraph (d), or paragraph (e)(1), above, the city manager shall refer the petition to the traffic engineer for review and comment. The city manager shall render a final decision on such petition within ten (10) days of receiving it, and the city manager's decision shall not be subject to any further administrative appeal(s) under this section.