



Loudoun County



VIRGINIA

WHERE TRADITION MEETS INNOVATION

Residential Traffic Calming Broadlands

Ballot Prep
October 31, 2022

Agenda

1. Ballot Process
2. Ballot Documents
3. Roles & Responsibilities
4. Ballot Updates



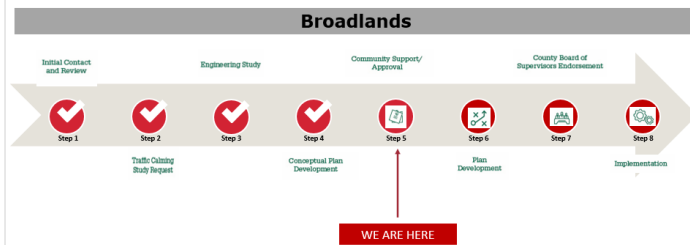


Loudoun County

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WHERE TRADITION MEETS INNOVATION

TC Process



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Ballot Area: 1, 2, 3, 4



Ballot Area	Number of Households	Yes Needed
1. Glebe View Dr.	200	101
2. Chickacoan Trail Dr.	315	159
3. Demott Dr.	300	151
*Apartments	241	24
4. Ridgeway Dr.	144	73

*Demott Drive ballot area consists of 300 homes and 241 apartments in the selected ballot area. Per Broadlands HOA rules the apartments will be represented by their property manager and count as 10% of the number of dwellings (24 apartments).
The apartment representative vote will either add 24 "yes" or 24 "no" to the count.

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Roles and Responsibilities

- | DTCI | HOA/ BOS |
|---|---|
| <ul style="list-style-type: none">○ Prepare documentation○ Mail ballot to ballot area (once)○ Set up website○ Prepare update reports○ Provide updates to HOA○ HOA single point of contact with residents | <ul style="list-style-type: none">○ Advertise ballot social media, email, etc.○ Keep the community informed of the progress○ Secure agreement from any affected property owners (apartments included)○ HOA Must approve or decline to move forward with the project. |

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Ballot Documents



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Best Practices

- Other HOA's
- Advertise, advertise
 - Collect signatures at the school bus stop
 - Generate excitement (pool party, bingo night)
 - Provide a way to vote
 - Send reminders on social media

Update As of	Total
Households in Ballot Area	240
Number of YES needed	121
Number of votes received	
Number of votes YES	
Number of votes NO	

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TC Process

Broadlands

Initial Contact
and Review

Engineering Study

Community Support/
Approval

County Board of
Supervisors Endorsement



Step 1



Step 2

Traffic Calming
Study Request



Step 3



Step 4

Conceptual Plan
Development



Step 5

WE ARE HERE



Step 6

Plan
Development



Step 7



Step 8

Implementation

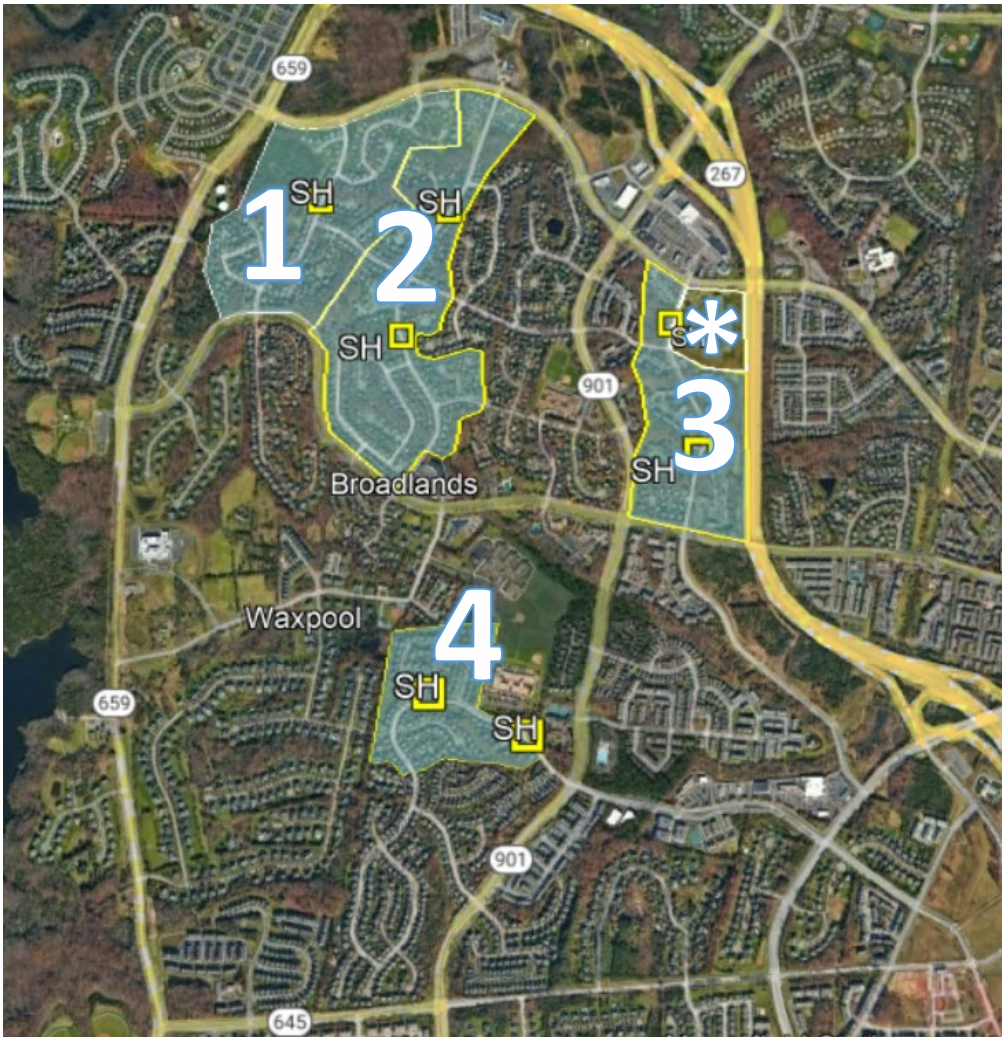
Step 5: Community Support/Approval

- DTCI presents the conceptual traffic calming plan to community
- DTCI with support from Homeowners Association (HOA), the Civic Association, or the Community Task Force must collect resident input via ballot survey
 - More than 50% of occupied residences in the survey area must support plan
 - Each address is allowed a single vote to indicate agreement or disagreement.
 - Survey must be completed within 30 days

Prior to the community meeting, DTCI and VDOT assess the location where speeding occurs and decide on a survey area.

The HOA, Civic Association, or Community Task Force will secure agreement from any affected property owners of a residence where the location of the proposed traffic calming measure (excluding warning signs) is positioned.

Ballot Area: 1, 2, 3, 4



Ballot Area	Number of Households	Yes Needed
1. Glebe View Dr.	200	101
2. Chickacoan Trail Dr.	315	159
3. Demott Dr.	300	151
*Apartments	241	24
4. Ridgeway Dr.	144	73

**Demott Drive ballot area consists of 300 homes and 241 apartments in the selected ballot area. Per Broadlands HOA rules the apartments will be represented by their property manager and count as 10% of the number of dwellings (24 apartments).*

The apartment representative vote will either add 24 "yes" or 24 "no" to the count.

Ballot Rules

1. Only occupied residences are included in ballot
2. Each residence address is allowed a single vote
3. Individuals must be 18 years or older to provide a vote.
4. More than 50 percent of the occupied residences in the survey area must support the conceptual traffic calming plan to advance to the next step.
5. Survey must be completed within 30 days after receiving the ballot.
6. No extensions will be approved per Traffic Calming Management Guide

Roles and Responsibilities

DTCI

- Prepare documentation
- Mail ballot to ballot area (once)
- Set up website
- Prepare update reports
- Provide updates to HOA
- HOA single point of contact with residents

HOA/ BOS

- Advertise ballot social media, email, etc.
- Keep the community informed of the progress
- Secure agreement from any affected property owners (apartments included)
- HOA Must approve or decline to move forward with the project.

Secure Agreement Fronting Residents Or HOA Submit Approval Letter

- Glebe View Rd (3)
 - 21361 Glebe View Dr
 - 21365 Glebe View Dr
 - 42715 Clover Meadow Ct
- Chickacoan Trail (3)
 - 42870 Meander Crossing Ct
 - 21380 Chickacoan Trail Dr
 - 21381 Chickacoan Trail Dr
- Ridgeway Dr (6)
 - 42981, 42977
 - 42904, 42905, 42908, 42909
- Chickacoan Trail (3)
 - 42819 Bluestone Ct
 - 21481 Chickacoan Trail Dr
 - 21484 Chickacoan Trail Dr

Ballot Documents



Loudoun County, Virginia
www.loudoun.gov
Department of Transportation and Capital Infrastructure
P.O. Box 7500, MSC# 64, 101 Blue Seal Drive, Suite 102, Leesburg, VA 20177
Telephone (703) 737-8624

June 1, 2022

RE: Traffic Calming in the Southbank Community in the Algonkian Election District

Dear Resident:

The Loudoun County Department of Transportation and Capital Infrastructure (DTCI) is soliciting feedback from the residents of Southbank community. In November 2020, the Southbank Community Association representing the interests of 367 households submitted a letter to the Algonkian Election District Supervisor requesting the initiation of the traffic calming process to help alleviate vehicular speeding on the state-maintained roadway of Riverbank Street (Route 2270), and Clifton's Point Street (Route 2253).

In March 2021, DTCI conducted a speed study on the roadways mentioned here and evaluated its qualification for traffic calming as stipulated in the County's *Residential Traffic Management Guide*. As a result, DTCI is proposing the following mitigating measures, which are listed below and illustrated on the enclosed map:

- Speed humps on Riverbank Street fronting properties: 20413-20409; 20443-20408.

As dictated in the County's *Residential Traffic Management Guide*, to advance to the next step, the County will require more than fifty percent (50%) affirmative response from the survey area as highlighted on the map.

Should you have any questions, please contact the Department of Transportation and Capital Infrastructure (DTCI) at dept-tci-rtm-ballot@loudoun.com or 703-737-8624.

Sincerely,
Carolina Siguenza
Transportation Engineer

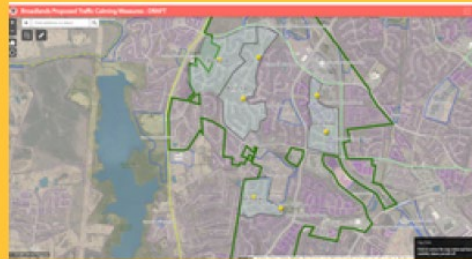
Loudoun County
VIRGINIA

VOTE
November 16 -
December 16!

**Traffic Calming Measures in
Your Neighborhood**

Visit loudoun.gov/rtmballot

To vote, click on the Broadlands Community tab, input your alpha-numeric code found on the mailed postcard and vote. This traffic calming measure includes four ballot areas. For voting, please identify which ballot area you reside in. The alpha-numeric code begins with your ballot area number.



The traffic calming measure locations are approximate and not to scale.

For questions, contact the Department of Transportation and Capital Infrastructure (DTCI) at dept-tci-rtm-ballot@loudoun.com.

Due to post office delays, your postcard may arrive prior to the start date or several days after the start date. Thank you for your patience.



Loudoun County, Virginia
www.loudoun.gov
Department of Transportation and Capital Infrastructure
P.O. Box 7500, 101 Blue Seal Drive, Suite 102, Leesburg, VA 20177
Telephone (703) 737-8624

STAMP
HERE

Attention:

You reside within the ballot area for a Traffic Calming project in your community.
Your input is requested.

Owner's Name
Or Current Resident
Property Address
Property City, State, Zip



Ballot open from
November 16, 2022 - December 16, 2022

LOUDOUN
COUNTY
VIRGINIA

Transportation and
Capital Infrastructure

A traffic calming measure has been requested in your neighborhood. As stated in the Loudoun County Residential Traffic Management Guide, a ballot process is required to move forward with the installation of proposed traffic calming measures in your community. Please take a few minutes to participate in the voting process by completing the online ballot.

ACTION REQUIRED WITHIN 30 DAYS
Complete the ballot at loudoun.gov/rtmballot

DTCID Number: DTCI ID NUMBER

In order to install a traffic calming measure, Loudoun County requires more than fifty percent (50%) of residents in the survey area to vote in the affirmative.

If you are unable to complete the ballot online, request a hard copy by:

- Email dept-tci-rtm-ballot@loudoun.com or if you need computer access, visit
- a Loudoun County Public Library branch.

Ballot

- Website

[Loudoun.gov/rtmdballot](https://loudoun.gov/rtmdballot)

<https://lfportal.loudoun.gov/Forms/Ballot>

<https://loudoungis.maps>

The screenshot shows a web interface for the Loudoun County RTM Ballot. At the top, there are two tabs: "Community Background" (active) and "Map of Community". Below the tabs, the "Community Background" section is displayed. It includes a "Select Lang" button in the top right corner. The main content area contains a paragraph explaining that a traffic calming measure has been requested and that users will be asked to support or oppose it. Below this, there is a prominent "VOTE HERE" link. Further down, a section titled "The following rules will govern the voting and approval of any traffic calming plan:" lists four bullet points: 1. Households in the ballot survey area are entitled to vote. 2. Only one vote per household is allowable. 3. Renters may vote in lieu of the owner if approved. 4. Vacant, bank-owned, and foreclosure properties are not included. The interface also features a "Select Lang" button in the bottom right corner and a blue chat icon in the top right corner.

Community Background

Map of Community

Community Background

Select Lang

traffic calming measure has been requested in your neighborhood. On this form, you will be asked if you support the implementation of the proposed traffic calming plan illustrated on the map above. As a reminder, you will need the alpha-numeric code you received by postcard to your street address.

VOTE HERE

The following rules will govern the voting and approval of any traffic calming plan:

- Households in the ballot survey area as highlighted on the attached map are entitled to vote on the plan.
- Only one vote per household is allowable.
- A person who is a renter of a particular household may vote in lieu of the owner of a particular household, if such owner currently does not reside at the property address, and is approved by the Homeowners, Civic Association or District Supervisor's office.
- Properties that are vacant, bank-owned properties and properties in foreclosure may be considered as vacant and are not included in the balloting process.

Select Lang

Ballot

- Ballot

LOUDOUN
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VIRGINIA

Transportation and
Capital Infrastructure

BALLOT

A traffic calming measure has been requested in your neighborhood. The Loudoun County Department of Transportation and Capital Infrastructure (DTCI) is soliciting feedback from the residents. Visit [Loudoun County website](#) for more information about the traffic calming project and view a [Map](#) of the impacted area.

ID Number*

Please look on the post card

Do you support the implementation of the proposed traffic calming plan illustrated on the map?*

☐ Yes

☐ No

Community Name*

BROADLANDS- Area 1

Name*

Street Address*

City, State, Zip

Email*

Phone Number

(e.g. xxx-xxx-xxxx.)

Signature*

Sign

The following rules will govern the voting and approval of any traffic calming plan:

1) Households in the ballot survey area as highlighted on the attached map are entitled to vote on the plan.

2) Only one vote per household is allowable.

3) A person who is a renter of a particular household may vote in lieu of the owner of a particular household, if such owner currently does not reside at the property address, and is approved by the Homeowners, Civic Association or District Supervisor's office.

4) Properties that are vacant, bank-owned properties and properties in foreclosure may be considered as vacant and are not included in the balloting process.

5) More than fifty percent (50%) affirmative response (YES) from the ballot survey area must be received to advance to the next step.

For more information about the Department of Transportation and Capital Infrastructure's (DTCI) Residential Traffic Management program, visit the [County's website](#).

Submit

Best Practices

Other HOA's

- Advertise, advertise
- Collect signatures at the school bus stop
- Generate excitement (pool party, bingo night)
- Provide a way to vote
- Send reminders on social media

Update As of	Total
Households in Ballot Area	240
Number of YES needed	121
Number of votes received	
Number of votes YES	
Number of votes NO	

Missing Ballots (Nov 16-Nov 30)

- No phone requests
- No ballot request accepted after Nov 30
- Request accepted by email only
 - dept-tci-rtmballot@loudoun.gov
- Resident should provide
- Full Name
- Full Address
- Phone (Optional)

NOVEMBER 2022						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
DECEMBER 2022						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Remember

- If community support is not met, traffic calming process ends.
- Community may request another evaluation for traffic calming after five (5) years.
- HOA will secure agreement from any affected property owners
- HOA must approve or decline to move forward with project (Letter to DTCl).

Questions?

