

## ARLINGTON COUNTY

# Carpool & Vanpool Guide

Arlington County site plans for non-residential uses typically have carpool and vanpool conditions similar to:

- Provide reserved, signed spaces for carpools and vanpools conveniently located with respect to main entrances/elevators serving the building
- Provide two-person carpools with a parking subsidy equal to one-third the single-occupant vehicle monthly rate
- Provide three-person (or more) carpools with a parking subsidy equal to two-thirds the single-occupant vehicle monthly rate
- Provide registered vanpools with free parking

This language intends that any carpool or vanpool that has registered to participate in the program is entitled to park at the rate and in the reserved location specified by the site plan.

## Definitions

**Carpool** — A group of two or more people commuting to work

**Vanpool** — A group of four or more people commuting in a vehicle that seats at least six passengers (not including the driver)

## Standard Guidelines

- Commute to and from work on a regular basis, defined as at least two days a week on average, over a one month period
- Tenants of the primary building (or nearby) providing the carpool/vanpool permit; permit holder must be employed in the building
- Members register with property management and/or parking management
- Adhere to all rules and regulations of the parking garage and the permit agreement





## Carpool/Vanpool Program Management

It is reasonable to:

- Require (though not necessary) the person obtain the reduced-rate parking pass work in the building
- Require carpool/vanpool riders provide contact name and information to the Property Transportation Coordinator or garage operator for periodic verification
- Allow more than one vehicle to be registered for a given pool group in case the primary vehicle breaks down and a different vehicle is needed
- Outline explicit accommodations for pool vehicles parking within secure buildings
  - Eg. Riders without clearance may be dropped off nearby instead of riding into the secure garage
- Require carpool/vanpool to display a hangtag or other marking to identify the participating vehicle.

## Minimum Required Promotion

- Reduced parking rates for carpools and vanpools should be posted in the same public manner that all regular rates and charges are posted.
- Clear and attractive signs promoting the program and registration instructions should be posted in garage elevator lobbies serving the building and in other locations where building tenants routinely obtain information about building operation (eg., websites, bulletin boards, locker rooms, etc)
- The Property Transportation Coordinator should send a reminder to tenant HR contacts about the availability and benefits of this program on a regular basis, consistent with other routines for building information announcements.