

**Residential Traffic Commission**  
**Meeting Minutes of Monday, November 6, 2023**

The Residential Traffic Commission met on Monday, November 6, 2023, in the Lower-Level Conference Room #1 of the Municipal Government Center (Town Hall), 25 West Market Street, Leesburg, Virginia. The Commission was officially called to order at 7:00 p.m.

<i>Members present</i>	<i>Town Staff Present</i>	<i>Citizens Present</i>
Sandy Grossman-Chair	Niraja Chandrapu, PE, PTOE	See Public Comments
David Bowers	Lieutenant Vogel Chris	
Raymond L. Jones	Scott Parker, AICP	
Ray Delpesche	Reilly Molthen	
Mark Norman		
Cherie Jones	<i>Town Council Liaison</i>	
Catherine MCIntosh	Ara Bagdasarian	

1. *Approval of Minutes:* On motion by Commissioner Ray Delpesche, seconded by Commissioner Raymond Jones, the Commission approved the October 2, 2023, minutes.

2. *Public Comments:*

Country Club Drive Neighborhood Resident: Ms. Casey expressed safety concerns at the intersection of Country Club Drive and Governors Drive due to a recent pedestrian crash. She is concerned because vehicles entering the neighborhood are traveling downhill, making it difficult for pedestrians to see cars coming, and for drivers to spot pedestrians on the road. She has requested the possibility of installing a pedestrian crosswalk at the subject location.

Potomac Crossing Resident: Ms. Emily Voorhes and Mr. Alex, located along Potomac crossing across from Balls Bluff Elementary School, have raised concerns about speeding on their street, especially by parents and teenagers during school arrival and dismissal hours. They have a son with hearing loss and have requested the commission to consider installing “Deaf Child Area” signs on their street.

Mr. Robert raised concerns in general about pedestrians and bicyclists’ safety on Town streets and emphasized a preference for advocating infrastructure improvements over increased enforcement. He urged the commission to consider installing raised crosswalks and cycle lanes with bollard separation from traffic to encourage biking for daily errands, aiming to reduce the potential risk of vulnerable users from cars.

3. *SMART Trailer Results:* Lieutenant Vogel (LPD) shared the following SMART Trailer Results with the commission:

**Table 1: SMART Trailer Results**

Roadway Name	Data Collection Time Period	Total Vehicle Count	Average Speed (MPH)	85th Percentile Speed (MPH)	Average Daily Traffic (VPD)
306 Catoctin Cir SW, WB	9/29/2023 through 10/6/2023	32,250	23.83	29.6	4,031.3
N. King St at Union Cemetery, NB	9/18/2023 through 9/29/2023	48,368	23.19	30.34	4,030.7
239 Old Waterford Rd NW, SB	10/6/2023 through 11/6/2023	59,538	21.18	27.72	1,860.6

4. *Meadowbrook Residential Community (Phase 5) Traffic Concerns:* The staff updated the commission on concerns regarding Meadowbrook residential Phase V development. The discussion included the consideration of allowing parking on Idyllic Place. It was emphasized that the Meadowbrook development must have two approved fire access points. Axios Street doesn't work as a fire access point because it's a one-way street for exiting, and fire trucks can't go against the traffic flow. To solve this, the developer and the Fire Marshall agreed during the site planning to widen Idyllic Place. This way, it can count as two access points, with fire lane identification on both sides of the road.

5. *Budget Discussions:* The commission discussed the budget allocated for RTC's use and directed staff to provide regular updates in each meeting regarding the available funds. They specifically requested information on permissible expenditures beyond equipment purchases within this budget.

6. *Crosswalk at the intersection of Catoctin Circle and Oakcrest Manor Drive:* The commission discussed the advantages and disadvantages of installing a crosswalk across Catoctin Circle at Oakcrest Manor Drive. A motion was proposed and received approval from all except one member. The motion involves using funds available in the RTC budget to collect pedestrian data at the subject location. The collected data will be crucial in making an informed decision regarding the potential installation of a crosswalk at the Catoctin Circle and Oakcrest Manor Drive intersection.

7. *Crosswalk at the intersection of Country Club Drive SW and Governor's Drive SW:* The commission considered several factors, including average daily traffic (ADT), speeding, and sight distance along Country Club Drive. In light of a recent pedestrian crash at the location of Country Club Drive and Governors Drive, the feasibility of installing a crosswalk across the road was also discussed. The commission has requested the Police Department to incorporate this section of the road into the speed enforcement list. The data pertaining to speeding will be presented in the upcoming meeting to facilitate further discussion on this matter.

8. *Update on outstanding issues:*

- a) *Speeding on Dry Mill Road:* The commission engaged in a discussion regarding concerns related to speeding and the width of travel lanes on Dry Mill Road. The commission has tasked the staff with exploring potential traffic calming measures aimed at reducing speed as drivers enter the town. Furthermore, the staff reported ongoing efforts to enhance road safety, including the installation of new speed limit signs and the trimming of trees and bushes to improve the visibility of existing signs on Dry Mill Road.
- b) *Pedestrian signage on South King Street at W&OD Trail:* The staff continues to arrange a meeting with the Nova Parks authority to discuss mitigation measures aimed at slowing down bicyclists on W&OD trail.
- c) *Deaf Child Signs at Laconia Street:* The staff has provided an update to the commission that “Deaf Child” signs are installed on Laconia Street.
- d) *Existing school traffic issue at the intersection of Saddleback Pl and Harper Park Middle School entrance:* The staff has informed the commission that the Loudoun County Schools Transportation Specialist is actively working to install school zone speed limit signs. Attempts were made to contact the HOA, but there has been no response thus far. The staff has requested residents to contact their HOA and prompt them to respond to the Loudoun County School Transportation Specialist.
- e) *Speeding on Edwards Ferry Road between Catoctin Circle and Woodberry Road:* This section of the road was asked to be included in the selective enforcement list.

9. *Commission Member Concerns:* Commissioner David Bowers suggested that the responsibility for handling requests related to Deaf Child Area signs should be assigned to the Public Works Department, unless there is a specific denial for such installations.

Commissioner Sandy requested an update on the removal of bollards at the rear entrance of Frances Hazel Reid Elementary off Dry Hollow Road for school bus circulation. Staff reported that no progress has been made on this matter.

10. *Next meeting date:* Monday, December 4, 2023.

The meeting adjourned at 9:07 p.m., on a motion by Commissioner Raymond Jones and seconded by Commissioner Ray Delpesche.