

Loudoun Street Mall Vehicle Permit Regulations

Commercial pickup and delivery vehicles as well as utility or maintenance service vehicles less than 24,000 lbs. are allowed on the Loudoun Street Pedestrian Mall from 7:30 – 10:30 a.m., 7 days a week, in accordance with City Code.

At **ALL** other times, an approved Vehicle Permit is required for all vehicular traffic on the Loudoun Street Pedestrian Mall. There is no fee for this permit. Permits are issued by the Downtown Manager at the Old Town Winchester Office (33 E. Boscawen St., Suite 100). Sign and return the attached **Vehicle Permit Application** to the Downtown Manager either in person or by email to OTW@winchesterva.gov at least 48 hours in advance. Call (540) 535-3660 with questions.

In the event that the Downtown Manager is not available and there is an immediate, emergency need to have a vehicle on the Loudoun Street Pedestrian Mall, contact the Winchester Police Department at (540) 662-4131.

Permitted vehicles must comply with the following regulations:

1. Vehicles shall enter from the north end, travel south, and exit at the next street. Vehicles needing access to the Mall between Piccadilly Street and Boscawen Street must enter on Piccadilly Street. Vehicles needing access to the Mall between Boscawen Street and Cork Street should enter at Boscawen Street and exit on Cork Street. (Larger vehicles needing access to the Mall between Boscawen Street and Cork Street may need to enter at Piccadilly Street.)
2. Vehicle(s) shall be driven on the Mall only to and from the location for the express purpose listed on the permit; the vehicle(s) are to be at this location only during the described specified times.
3. Vehicle(s) shall be parked so as not to impede pedestrian traffic or in any way block the access or passage of emergency vehicles down the center of the Mall (Fire Lane).

4. Necessary precautions must be taken to assure no damage to the Mall as a result of the vehicle's presence there. **Precautions must be taken to avoid spilling or leaking of vehicle oils or fluids onto the Mall surface. If such spillage or leakage were to occur, the vehicle's driver is responsible for immediate cleanup. If the driver fails to cleanup such spillage or leakage, the City will perform the cleanup and bill the vehicle's owner for all costs incurred during the cleanup.**
5. No trash or debris may be left behind.
6. If there is pedestrian traffic on the Mall, then a flagman on foot must precede the vehicle(s) while in motion on the Mall.
7. No entrance or exit from a building may be blocked by a vehicle without prior approval.
8. The Permit is valid **only for the day(s) and time(s) specified** on the permit. The Permit **must, at all times, be displayed on the dashboard of the vehicle immediately in front of the driver's area.** Failure to properly display the permit, exceed the permit expiration date or commit any other Mall and/or parking violations will lead to the issuance of parking tickets.

 Cut Here



Loudoun Street Mall Vehicle Permit Application

I have read, understand, and will comply with the Loudoun Street Mall Vehicle Permit Regulations.

Signature

Date

Location for Permit (Address)

Name of Requestor

Requested Date(s) for Permit

Address

_____ to _____
Requested Time Frame for Permit

City, State, Zip Code

Purpose for Permit

Telephone Number

For Office Use Only:

Person Issuing Permit

Date

Permit #