

# Government of the District of Columbia

## Department of Transportation



## Commercial Loading Zone Program

Commercial loading zones are signed, on-street metered loading zones exclusively for commercial vehicles. These zones aim to support the delivery needs of District businesses and reduce the traffic impacts of loading/unloading. DDOT places loading zones on blocks that feature a modest to high level of freight-intensive businesses, provided that these businesses do not have access to other off-street loading options. Although a business may request a loading zone close to its location, DDOT considers the loading zone within the context of community need. Therefore, while DDOT may determine that a loading zone is necessary on a specific block, that loading zone may not necessarily be placed at a requested location. DDOT does not establish commercial loading zones for the exclusive use and benefit of a singular business.

DDOT decides reactively where to establish loading zones by investigating requests for loading zones. DDOT also proactively establishes loading zones based on development patterns, and by analysis of data that includes increases in freight intensive businesses in a particular area, zoning considerations, and changes in loading zone-related traffic infractions. DDOT also receives suggestions for loading zone placement through its ongoing interactions with freight industry stakeholders and Business Improvement Districts.

Commercial loading zone regulations are typically in effect between 7:00 AM and 6:30 PM Monday through Friday or Saturday, unless otherwise posted. The standard time limit of commercial loading zone use is 2 hours, unless otherwise posted. While commercial loading is permitted on street at all times, loading zones will not be reserved for commercial vehicle use outside of posted hours, and commercial vehicles will be liable for any resulting parking regulation violations, such as double-parking.

Commercial vehicles need to pay by permit or phone for the use of commercial loading zones, either via annual or one-day loading zone permits, or pay-by-phone (via ParkMobile). Annual and one-day loading zone permits are available through DDOT's Transportation Online Permitting System [TOPS](#).

For a map of commercial loading zones, please visit <http://godcgo.com/dc-truck-and-bus-map/>

To request a commercial loading zone assessment (such as to add, remove, or adjust a zone), please contact 311 or email [DDOT.freight@dc.gov](mailto:DDOT.freight@dc.gov) to receive a Commercial Loading Zone Request Form. A business or resident must then complete a Commercial Loading Zone Request Form and submit it to DDOT's Policy, Planning and Sustainability Administration (PPSA). All fields of the form should be completed, and the basis for requesting the loading zone should be clear and specific. Upon receiving the request, DDOT will acknowledge receipt, and then proceed with a field investigation. **No verbal loading zone request is considered official.** The form allows the requestor to provide background information and present his or her case for establishing a loading zone on the referenced block.

The length of time it takes to review a request for a commercial loading zone varies from case to case. DDOT makes every effort to conduct a full investigation of each request, and to ensure that such factors as safety, livability, commercial exigency, are considered before rendering a recommendation. The Policy, Planning, and Sustainability Administration works with other DDOT administrations to ensure that changes to the curbside are consistent with the district's policy framework and operating guidelines. If the request involves the removal of parking or another curbside feature that is in high demand, the process may include the issuance of a Notice of Intent, and a 30 to 45-day comment period for stakeholders to provide feedback and suggestions.