



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

March 12, 2011

NOTICE OF VIOLATION

FIRE MARSHAL SERVICE

Mr. Duane G. Ingalsbe
President, Board of Directors
Charlestown Owners Association
8533 Lakinhurst Lane
Springfield, VA 22152

RE: Charlestown Fire Lanes

Dear Mr. Ingalsbe:

On June 23, 2010, the Charlestown Owners Association was issued a Notice of Violation for not designating and marking Fire Lanes within the Charlestown community.

Fire lanes, as identified and required within the *Virginia Statewide Fire Prevention Code, Section 503, Fairfax County Fire Prevention Code – Chapter 62* and the *Fairfax County Public Facilities Manual*, have been enforced since 1976 and the current code is described in Section 503.1.1 and 503.1.1.1.

503.1.1. Fire lanes. The fire official shall designate fire lanes on public streets and on private property where necessary for the purpose of preventing parking in front of or adjacent to fire hydrants and fire department connections and to ensure access to buildings and structures for fire fighting and rescue apparatus. Fire lanes shall have a minimum width of 18 feet.

503.1.1.1. Signs and Markings. The property owner or designee shall supply and install signs and other required markings to delineate fire lanes as directed by the fire official.

A standard we use to designate Fire Lane is:

- a) If the street width (curb-to-curb or paved surface) is less than 26', then both street sides shall be designated as a fire lane.
- b) If the street width (curb-to-curb or paved surface) is 26' - 33', then one street side shall be designated as a fire lane.
- c) If the street width (curb-to-curb or paved surface) is 34' or more, then no fire lanes are required.
- d) Curbs within the designated fire lanes shall be painted with traffic grade yellow paint. Areas without curbing, a 6" wide yellow stripe shall be applied to the edge of the pavement.

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After consultation with the Fairfax County Attorney's Office, it has been determined there is no legal basis to exempt the Charlestown Owners Association from the determination of the Office of the Fire Marshal, thus, the Notice of Violation issued June 23, 2010 remains valid.

We have reviewed the plans for the Charlestown community you submitted and have conducted several site visits including touring the community at night and on the weekends. Most all streets within the Charlestown Owners are 24' wide which on street parking will now be prohibited. Most all of your measurements submitted were exact. A few measurements marking curb-to-curb within head-in parking stalls were incorrect; the Public Facilities Manual requires 18' length for 90 degree head-in parking, so the length was reduce from your measurements per PFM Table 7.9 Universal Size Car Spaces. While reviewing the plans I noticed almost 80% of the fire lanes are already painted. Within the Charlestown community there are 7 circle driveways (Waterbury Court, Talford Court, Haverhill Court, Garfield Court, Wickham Road, Grenoble Court and Stoneygate Court) that measure 24-25' and have now been designated as fire lanes; 6 out of the 7 circle driveways have parking areas behind the townhomes that appear to have several open parking spots. Additionally, throughout our visits at nights and weekends, we noticed very few residents used the parking lots.

With this NOV you will have received two set of plans.

Attachment A

Attachment A reflects those fire lanes approved and required within the Charlestown community. The required curb markings are highlighted in yellow (same as attachment B). This plan shows the location and type of signage required which is colored green. This signage type is the 12" X 15" metal construction sign that stands 13' from the ground. If you chose to use these signs, then you will need to follow the requirements found in the Public Facilities Manual-Fire Lanes Plate No. 6-9 (attached).

Attachment B

Attachment B reflects those fire lanes approved and required within the Charlestown community. The required curb markings are highlighted in yellow (same as attachment A). This plan shows the location for the alternate fire lane signage if you so choose to use. The sign locations are colored red. If you chose to use these signs, then you will need to follow the requirements to be approved for these signs (attached). Please chose either Attachment A or B.

VIOLATION

503.1.1.1. Signs and Markings. The property owner or designee shall supply and install signs and other required markings to delineate fire lanes as directed by the fire official

Corrective Action:

Using the approved plans the Charlestown Owners Association shall mark all approved fire lanes with yellow-highway grade paint by July 1, 2011.



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Based on which attachment plan is adopted, the Charlestown Owners Association shall install 30% of the signage by July 1, 2011, another 30% by July 1, 2012 and the remaining 40% by July 1, 2013.

You have the right to appeal the Office of the Fire Marshal's NOV. If you desire to appeal, below are two links, one explaining how to file for an appeal and the form used to file for an appeal.

<http://www.fairfaxcounty.gov/dpwes/publications/appeals.pdf> Appeals Instructions

<http://www.fairfaxcounty.gov/dpwes/forms/appeals.pdf> - Written Appeals Form

Sincerely,

Deputy Chief Dereck A. Baker
Office of the Fire Marshal

cc: Attorney Paul Emerick, County Attorney
Assistant Chief John A. Burke, Business Services Bureau
Battalion Chief Carlton G. Burkhammer, Fire Prevention Services Section
Captain II George A. Hollingsworth, Inspections Branch
Inspector Marlene H. Moran, Fire Lanes Section

DAB/cgb

Attachments: Attachment Plan A
Attachment Plan B
Public Facilities Manual-Fire Lanes, Plate 6-9
Requirements for Alternative "Fire Lane" Signs



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This Notice of Violation was served upon the owner, a duly authorized agent, or upon the occupant or other person responsible for the conditions under violation in accordance with SFPC Section 111.2 as follows:

Delivered in person

Delivered by leaving it in the possession of any person in charge of the premises

Delivered to the addressee by mail to the last known post office address

First Class Mail Certified Mail

 Affixed in a conspicuous place at the entrance door or avenue of access of the subject property because a person in charge of the premises was not found. This procedure is equivalent of personal notice.

Note: The recipient signature section below is used only when an NOV is delivered in person or left in the possession of any person in charge of the premises.

Addressee/Recipient refused to sign this notice.

_____ Recipient's Printed Name	_____ Recipient's Title/Position	_____ Recipient's Signature
_____ Notice Served By	_____ Service Date & Time	_____ Server's Signature



FAIRFAX COUNTY PUBLIC FACILITIES MANUAL

FIRE LANE DESIGNATIONS

Under Section 503.1.1 of the Fairfax County Fire Prevention Code, the Office of the Fire Marshal is authorized to designate fire lanes on public streets and on private property where necessary. This is to prevent parking in front of, or adjacent to, fire hydrants and to provide access for fire fighting equipment. Markings and signs are to be provided by the owner or agent of the property involved. Parking or otherwise obstructing such areas is prohibited.

I. HYDRANTS

- A. Parking is prohibited within 15' of a fire hydrant located along the curb line or edge of any public or private roadway. No special curb marking is required for enforcement.
- B. Fire hydrants installed in parking lots are to be located within a fire lane. Curb and/or roadway marking is required in accordance with Sections III and IV below.

SIGN TYPE "A"



Standard wording with an arrow at bottom pointing to the right. One sign mounted parallel to the line of curbing or pavement edge at end of painted area.

II. FIRE LANES

- A. Fire lanes shall be installed where required by the Office of the Fire Marshal. Fire lanes shall be marked with both sign and curb delineation per Section III and IV below. Parking and traffic flow patterns shall be required as follows:

STANDARD REQUIREMENTS

Street Width Curb to Curb	One-Way Traffic	Two-Way Traffic
Less than 24'	No parking on either side of street	No parking on either side of street
24' to 29'	Parallel parking on one side as decided by Fairfax County Office of the Fire Marshal	No parallel parking on either side of street
30' to 35'	Parallel parking allowed on both sides of street	Parallel parking on one side as decided by Fairfax County Office of the Fire Marshal
36' or greater	Parallel parking allowed on both sides of street	Parallel parking allowed on both sides of street

SIGN TYPE "C"



Standard wording with an arrow at bottom pointing to the left. One sign mounted parallel to the line of curbing or pavement edge at end of painted area.

SIGN TYPE "D"



Standard wording with no arrow. Two signs, back to back, mounted perpendicular to line of curbing or pavement edge.

III. SIGN SPECIFICATIONS

- A. Metal construction, 12" X 18"
- B. Red letters on reflective white background with 3/8" red trim strip around entire outer edge of sign.
- C. Lettering on sign to be: "NO PARKING OR STANDING FIRE LANE".
- D. Lettering size to be as follows: "NO PARKING" and "STANDING" is 2", "OR" is 1" "FIRE LANE" is 2 1/2" and the arrow with the solid shaft is 1" x 6" with the solid head 1 1/2" wide and 2" deep.
- E. Signs are to be mounted 7' from the ground to the bottom of the sign unless otherwise directed by the Office of the Fire Marshal.
- F. Post for signs, when required, shall be metal and securely mounted, unless written permission for alternatives is obtained prior to installation from the Office of the Fire Marshal. Signs should be spaced as shown on approved plans. In long stretches, the maximum distance between signs is 70'.
- G. Other special signs may be approved by the Office of the Fire Marshal.

IV. CURB DESIGNATION

- A. All curbs or paved spaces designated as fire lanes shall be indicated by yellow paint as approved by the Office of the Fire Marshal. In areas without curbing, a 6" wide yellow stripe shall be applied to the edge of the pavement. Paint shall be highway traffic grade.

NOTE: Fire lane markings, types of signs, locations, etc. shall be subject to the approval by Office of the Fire Marshal.

Ref. Sec. 9-0202

FIRE LANES

PLATE NO.

STD. NO.

6-9

FH-7

Rev. 2-07



Fairfax County Fire & Rescue Department
Office of the Fire Marshal
10700 Page Avenue
Fairfax, VA 22030
703-246-4753

Requirements For Alternative “Fire Lane” Signs:

Those communities/streets built prior to December 31, 1979, and without approved Fire Lane signage may submit a permit application to the Fire Marshal requesting authorization to use alternative fire lane signage. The permit cost is \$128 per year and will have to be renewed each year. Having this permit will require an inspection before renewal can be reissued. This yearly inspection will ensure compliance. Below are the requirements for the authorization of the alternative fire lane sign.

1. Use of these alternative fire lane signs are restricted to properties/streets with limited access points (single point entrances).
2. There shall be a single alternative fire lane sign at each entryway to be determined by the Fire Marshal.
3. The alternative fire lane sign shall be placed on HOA property.
4. The alternative fire lane sign shall be positioned so it is clearly visible to drivers who enter the property from either direction of travel on the intersecting street.
5. The alternative fire lane signs must be separated from any other signs at the entrance to the property so that the other signs do not conflict with or distract from the visibility of the sign.
6. Grass and shrubs must be kept trimmed so they do not obscure the sign.
7. The alternative fire lane signs must be mounted on at least one vertical metal support post. When erected, the sign shall be stable and able to resist wind loads. When erected, the bottom edge of the sign shall be one - two feet above grade level.
8. The alternative fire lane signs shall be metal construction with dimensions of 24 inches wide by 36 inches high.
9. The alternative fire lane signs shall have a white reflective background with a red 1 inch border and red letters.
10. Letters shall be 2 ½ inches in height, with proportional width to allow clear legibility.
11. Failure to maintain required markings (painted curbs and/or signage) will result in revocation of this permit and the HOA will be required to install markings and signage as directed by the Fire Marshal.
12. Fire Lanes must be yellow, and may be painted with traffic grade paint.
13. All parking lot markings and striping *except* the Fire Lanes must be white per Public Facilities Manual Section 7-0802.5A.
14. To schedule the required inspection, call 703-246-4891.

Example:

ALL YELLOW
CURBS ARE
FIRE LANES

NO PARKING
OR STANDING
AT ANY TIME