

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL MEETING
SEPTEMBER 14, 2010 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Chase Avenue Daily Fee Commuter Parking – Belmont Road Commuter Station	✓ Resolution Ordinance Motion Discussion Only	Nan Newlon, P.E. Director of Public Works

SYNOPSIS

An ordinance has been prepared to amend sections of the Municipal Code to provide for on-street daily fee parking on the east side of Chase Avenue, between Curtiss Street and the north end of the cul-de-sac.

STRATEGIC PLAN ALIGNMENT

The Five Year Plan and Goals for 2010-2014 identified *Exceptional Municipal Organization*.

FISCAL IMPACT

N/A

RECOMMENDATION

Approval on the September 14, 2010, consent agenda.

BACKGROUND

As a result of the Belmont Road grade-separation project the number of available daily fee parking spaces located near the Belmont train station have been reduced. Staff reviewed options for providing additional daily fee parking spaces and determined that on-street parking spaces could be placed on Chase Avenue. Under the Village Manager's authority, staff recently striped 23 on-street parking spaces on the east side of Chase Avenue from Curtiss Street north to the end of the Chase Avenue cul-de-sac. The daily fee for these spaces is \$3.00. All spaces have been occupied on weekdays. Village Council approval the attached ordinance would designate these spaces as permanent daily-fee parking spaces.

This item was presented at the July 14, 2010 Transportation and Parking Commission meeting. The Commission voted unanimously to approve staff's proposed modifications.

ATTACHMENTS

Meeting Minutes – TAP Commission meeting July 14, 2010
 Exhibit
 Ordinance

**TRANSPORTATION AND PARKING COMMISSION
JULY 14, 2010**

MEETING MINUTES

3. File #18-10 Belmont Road Commuter Station - Parking Modifications.

Mr. Fera explained this matter has to do with the Village's goals of converting the Belmont parking lot from permits to daily fees to simplify the process, and this was one of the first steps in the process. The present proposal involves the conversion of 40 parking spaces within Lot H to daily fee use. As stated in the Staff report, there are about 70 daily vacancies in this lot. A second part of this proposal is the addition of 23 daily fee spaces on Chase Avenue, north of Curtiss Street. **Mr. Fera** directed the Commissioners to look at the attached exhibits of these changes in their packets.

A question followed whether this was the right time to make changes to the overnight parking for the nearby condominium residents located on the northeast side of the Belmont station, wherein **Mr. Fera** stated staff was not proposing that change at this time. However, other proposed overnight changes would be presented to the Village Council in the near future. **Mr. Fera** discussed what the parking might look like when the project was completely finished. He referenced Exhibit 2 showing a private parking lot adjacent to Chase Ave which could be available to the village, if needed in the future.

MR. SARICKS MADE A MOTION THAT THE TRANSPORTATION & PARKING COMMISSION ACCEPT STAFF'S RECOMMENDATION AS STATED IN ITS REPORT. SECONDED BY MR. MR. SCHILLER.

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE OF 6-0.

TAP FILE #18-10

Exhibit 2

CHASE AVENUE

DAILY FEE PARKING

July 14, 2010



ORDINANCE NO. _____

AN ORDINANCE AMENDING PARKING IN CHASE AVENUE LOT

BE IT ORDAINED by the Village Council of the Village of Downers Grove in DuPage County, Illinois, as follows: (Additions are indicated by **shading/underline**; deletions by ~~strikeout~~):

Section 1. That Section 14.85. is hereby amended to read as follows:

14.85. Definitions.

- (a) *Automated Pay System.* An electronic device located at a public place under the Village's jurisdiction which receives payment for the privilege of temporarily parking in a specified numbered space for the posted time period.
- (b) *Parking lot.* Real property owned or leased by the Village, other than public streets and alleys, which is designated under the provisions of this division for the principal purpose of parking vehicles.
- (c) *Parking meter.* A mechanical device located upon a public street or sidewalk or in a parking lot within an area designated as a parking meter zone, which device shall record a certain number of minutes by the use of a clock mechanism determining the period of time for which a designated parking space may be lawfully used by the person depositing a coin or a cash key in such parking meter.
- (d) *Parking meter zone.* Those areas designated under Section 14-110 in which vehicles may be lawfully parked for the period of time indicated on parking meter in accordance with the provisions of this division.

For all purposes hereof, *Village parking lots* shall be designated as follows:

Chase Avenue Lot shall be the Village parking lot on the street, situated on the east side of Chase Avenue, between Curtiss Street and extending north to the end of the cul-de-sac.

Lot A sometimes referred to as the Warren Lot, shall be the Village parking lot situated in the block bounded by Main Street, Warren Avenue, Forest Avenue and Burlington-Northern Santa Fe Railroad, Inc., tracks.

Lot B shall mean the Village parking lot situated directly east of the Main Street station and bounded on the north by the Burlington-Northern Santa Fe Railroad, Inc., tracks and on the south by Burlington Avenue.

Lot C shall be the Village parking lot situated in the area adjacent to the south side of Warren Avenue, extending from the east line of Highland Avenue to the west line of Washington Street.

Lot D sometimes referred to as the Gilbert Lot, shall be the Village parking lot situated in the block bounded by Gilbert Street, Forest Avenue, Carpenter Street, extended, and the Burlington-Northern Santa Fe Railroad, Inc. tracks.

Lot F shall be the Village parking lot situated in the area adjacent to the south side of Warren Avenue extending from the east line of Washington Street to a point six hundred sixty-five (665) feet east of the east line of Washington Street.

Lot G sometimes referred to as the West Belmont Lot, shall be the Village parking lot situated in the area bounded by Belmont Road, Burlington Avenue, the Burlington-Northern Santa Fe Railroad, Inc., tracks and Chase Street, extended.

Lot H sometimes referred to as the Belmont Lot, shall be the Village parking lot situated on the south side of the Burlington-Northern Santa Fe Railroad, Inc., tracks west of Belmont Road.

Lot I sometimes referred to as the Fairview Lot, shall be the Village parking lot bounded by Second Street, Fairview Avenue, and the Burlington-Northern Santa Fe Railroad, Inc. tracks and that parking lot bounded by Maple Avenue, Fairview Avenue, and Burlington-Northern Santa Fe Railroad, Inc. tracks.

Lot J shall be the Village parking lot situated on the west side of Belmont Road, between

Chase Lot

Burlington Avenue and Hadow Avenue.

Lot K shall be the Village parking lot situated on the east side of Belmont Road, between the Burlington-Northern Santa Fe Railroad tracks and Hitchcock Avenue.

Lot L shall be the Village parking lot situated in the far corner west of the Village Hall bounded by Burlington Avenue on the north and Curtiss Street on the south.

Lot R shall be located in the lower level of the Parking Deck as designated by the Village Manager.

Lot S shall be located on the top level of the Parking Deck.

Lot W shall be the Village parking lot situated on the south side of Sherman Street, between Prince Street and Main Street.

Lot Z shall be on the east side of Springside Avenue from a point four hundred thirty-six (436) feet south of the south line of 63rd Street to a point one thousand six hundred ninety-three (1,693) feet south of the south line of 63rd Street.

Municipal complex parking lots shall be the Village parking lots situated on the municipal complex property, said property being located southeast of the intersection of Burlington Avenue and North Washington Street between Burlington Avenue and Curtiss Street and designated as Lots L and V, as posted.

The Forest Lot South shall be the Village parking lot situated in the block bounded by Main Street, Curtiss Street, Forest Avenue and Burlington Avenue.

The Forest Lot North shall be the Village parking lot situated in the block bounded by Main Street, Burlington Avenue, Forest Avenue and the Burlington-Northern Santa Fe Railroad, Inc. tracks.

The Main Street and Maple Avenue Parking Lot shall be the Village parking lot situated at the northeast corner of Main Street and Maple Avenue.

The Parking Deck, Garage, Facility or Structure shall be the Village-owned surface parking area adjacent to as well as the off-street parking area in the multi-level deck, garage, facility or structure bounded by Washington, Curtiss, Main and Maple, commonly known as 945 Curtiss Street and hereinafter referred to as "the Parking Deck".

(Ord. No. 1436, § 1; Ord. No. 1542, § 5; Ord. No. 1737, § 4; Ord. No. 1820, § 1; Ord. No. 1989, § § 1, 2; Ord. No. 2102, § 1; Ord. No. 2312, § 1; Ord. No. 2375, § 1; Ord. No. 2473, § 1; Ord. No. 2531, § 5; Ord. No. 2745, § 41; Ord. No. 2831, § 1; Ord. No. 3075, § 5; Ord. No. 3098, § 1; Ord. No. 3118, § 13; Ord. No. 3127 § 3; Ord. No. 3224, § 1.)

Section 2. That Section 14.123. is hereby amended to read as follows:

14.123. Issuance and sale of permits.

(a) The Village Manager shall cause suitable window sticker permits or hang tags be prepared and made available for issuance and sale. The aggregate number of permits prepared, available and designated for any specific permit lot (or for any portion thereof designated for permit parking pursuant to Section 14-122) at any one time shall not exceed one hundred twenty percent of the number of parking spaces available for parking vehicles in such lot (or such portion thereof.)

Notwithstanding anything in this Code to the contrary, the number of permit stickers or hang tags sold shall not exceed the number of parking spaces actually available for parking of vehicles in such lot (or such portion thereof) unless the Village Manager determines, on the basis of surveys of parking space vacancy rates and other relevant criteria, that the sale of an additional amount of parking stickers or hang tags is justified, in which event, an additional amount of parking stickers or hang tags may also be sold at the direction of the Village Manager. Permit stickers and hang tags shall designate the permit parking lot for which issued and shall be issued and sold for a minimum three month period and a maximum of one year, except that permit stickers or hang tags for Lot W and Lot Z shall only be issued annually.

(b) Under the direction of the Village Manager, permit stickers or hang tags shall be offered for sale during regular business hours at the Village offices in advance of the commencement of each such three month period and shall be sold to applicants in accordance with the chronological priority of applications for

Chase Lot

such permits, subject to the following:

(1) Permit renewal notices shall be mailed to existing permit holders, and renewal permits or hang tags may be issued and sold to such permit holders, in advance of the time when such permits or tags are made available for sale at the Village offices provided payment is made prior to the established deadline for renewal; however, every overlay parking permit shall require resubmission of proof of employment at a DB Downtown Business District business as provided for in paragraph (g) of this section on a yearly basis.

(2) At the discretion of the Village Manager, permit stickers and hang tags may be offered for sale at the Village offices only to persons residing within the corporate limits of the Village or persons who own or are employed by businesses within the DB Downtown Business District of the Village, as defined in the Comprehensive Zoning Ordinance of the Village, prior to any offer of such permits for sale to the general public and nonresidents. To be eligible for a permit pursuant to this Section, the applicant must either be actually residing and living within the Village, or be employed by, or an owner of, a business within the DB Downtown Business District at the time of application.

(c) The fee for each such permit sticker or hang tag for each three month period shall be determined by the rate class assigned to the permit parking lot for which such permit sticker or hang tag is to be issued, computed in accordance with and subject to the following schedule:

Rate class	Resident Fee	Non-Resident Fee
I	\$80.00	\$110.00
II	\$75.00	\$105.00
III	\$25.00	
IV	\$250.00	
V	\$90.00	\$120.00
VI	\$195.00	
VII	\$3.00/daily	\$3.00/daily

Such fee shall be reduced, based on a daily proration of the number of days that have expired prior to the date of sale of such permit sticker or hang tag.

(d) If payment for a Rate Class I, II or V parking permits is not received forty-five (45) days following the date of the issued invoice, a twenty-five dollar (\$25.00) late fee will be assessed in addition to the cost of the permit.

(e) If payment for a Rate Class III parking permit is not received forty-five (45) days following the date of the issued invoice, a ten dollar (\$10.00) late fee will be assessed in addition to the cost of the permit.

(f) If payment and late fee are not received fifty-five (55) days following the date of the invoice, the Rate Class I, II or III or V parking permit will no longer be valid and the holder will no longer be eligible to park in the previously assigned lot/space.

(g) At the discretion of the Village Manager, permit holders may return permit stickers and hang tags prior to the expiration of the three-month period covered by such permit sticker or hang tag and may receive a refund of all or a portion of the fee paid for such sticker or tag, without interest, such refund to be determined on the basis of number of unexpired full days remaining in such three-month period less a \$6.00 administrative fee. Class III permits shall be returned to the Village for such refund immediately upon the termination of permit holder's employment with a business located in the DB Downtown Business District as defined in the Comprehensive Zoning Ordinance of the Village. Permit stickers and hang tags issued to permit holders pursuant to this Section shall not be transferable to another person, motor vehicle, or parking lot, except as provided in subsection (h). Such returned permits may be resold in chronological priority to those on waiting lists kept by the Village for that quarter and not valid past the next sale of permits, but such waiting list for Lots A, B, C, D, F, L, and R shall include Downers Grove residents only.

(h) The following permit parking lots shall have the following rate classes:

Rate class I: Lot A, lot B, lot C, lot G, lot H and lot L, as such lots are designated in Section 14-85.

Rate class II: Lot D, lot F and lot I, as such lots are designated in Section 14-85.

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Rate class III: Lot A, lot B, lot D, lot F, lot L, Forest Lot North, a portion of the Main and Maple Avenue lot and any designated spaces in the Parking Deck as such lots are designated in Section 14-85.

Rate class IV: Lot W and Lot Z.

Rate class V: Lot S in the Parking Deck.

Rate class VI: Lot R in the Parking Deck.

Rate class VII: One-day parking permit, Level 5 of the Parking Deck after 8:00 a.m. or in any Village permit parking lot, with the exception of Village Employee Lot V and Lot L, after 8:15 a.m.; Lots J and K, Chase Avenue Lot.

(i) Notwithstanding any contrary provision in this division, the Village Manager shall be authorized to refuse to issue any such permit sticker or hang tag, or renewal thereof, to any permit holder who is convicted of more than three violations of any of the provisions of this division within any consecutive period of six months, except for Section 14-127.

(j) Class III permits, also referred to as "overlay parking permits", shall be issued only to employees of businesses located in the DB Downtown Business District, as defined in the Comprehensive Zoning Ordinance of the Village, upon their providing evidence of such employment. An overlay parking permit shall be available for purchase at Village Hall only for those DB Downtown Business District employees who provide the following: (1) a current pay stub from a DB Downtown Business District employer; and (2) a written letter on letterhead from the DB Downtown Business District employer requesting permission for said employee to obtain an overlay parking permit along with the employee's general work schedule.

Said overlay parking permit may only be used by a DB Downtown Business District employee during the employee's working hours at the DB Downtown Business District employer's place of business. Any violation of these requirements or misuse of this permit may result in a forfeiture of said permit and inability to apply for another permit for a period of one (1) year as well as a parking citation issued pursuant to this Code. Overlay parking permits shall be valid in lot A, lot B, lot C, lot D, lot F and lot L from 8:30 a.m. to 12:00 noon, Monday through Friday and in Forest Lot North, a portion of the Main and Maple Avenue lot and any designated spaces in the Parking Deck from 5:00 a.m. to 3:00 p.m., Monday through Friday.

(k) Transfers between Village permit parking lots shall be made only at the start of a three-month permit period. If a permit holder desires to transfer to another Village permit parking lot, the permit holder shall remit to the Village the following: (1) the parking permit renewal form; (2) a request that the permit be transferred to another lot as specified by the permit holder; and (3) payment of the appropriate parking permit fee in the manner specified by the Village.

Transfers shall be made by the Village after permit renewals are completed, but prior to sale to the general public, and shall be made in accordance with the chronological order such requests for transfers were received; however, non-resident permit holders shall not be allowed to transfer into Lots A, B, C, D, F, L and S.

(l) At the discretion of the Village Manager, the Village may sell one-day parking permits for Village permit parking lots at a cost of \$3.00 each (Rate Class VII). Such permits shall be sold only after 8:15 a.m. on the day the permit may validly be used and may be used in any Village permit parking lot except in Village Employee Lot V and in Lot L. One-day parking permits for Level 5 of the Parking Deck may be purchased only after 8:00 a.m. After 11:59 a.m. Monday through Friday, the Village permit parking lot spaces are free, except Lot R and Lot V.

(m) Permits for Lot W (Class IV) shall only be issued to students of Downers Grove North High School, said permits are non-transferable.

(n) Permits for Lot Z (Class IV) shall only be issued to students of Downers Grove South High School, said permits are non-transferable. (Ord. No. 1542, § 4; Ord. No. 1737, §§ 8, 9; Ord. No. 1820, § 2; Ord. No. 1861, § 1; Ord. No. 1989, § 3; Ord. No. 2346, § 1; Ord. No. 2375, § 2; Ord. No. 2531, § 4; Ord. No. 2906, § 1; Ord. No. 3118, §§ 15, 16; Ord. No. 3127, §§ 10, 11; Ord. No. 3195, § 2; Ord. No. 3202, § 1; Ord. No. 3348, § 1; Ord. No. 3353, § 1.)

Chase Lot

Section 3. That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. That this ordinance shall be in full force and effect from and after its passage and publication in the manner provided by law.

Mayor

Passed:

Published:

Attest: _____
Village Clerk