

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL MEETING
JUNE 5, 2012 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Relocate Downtown Employee Parking from Lot A to Warren Avenue	✓ 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 concerning the relocation of twelve (12) Downtown Employee parking spaces from Lot A onto the north side of Warren Avenue.

STRATEGIC PLAN ALIGNMENT

The goals for 2011-2018 includes *Top Quality Infrastructure*.

FISCAL IMPACT

N/A

UPDATE & RECOMMENDATION

This item was discussed at the May 15, 2012 Village Council meeting. Staff recommends approval on the June 5, 2012 Active Agenda.

BACKGROUND

On January 3, 2012 the Village Council accepted the Downtown Parking Study, which included recommendations to address study findings related to the mix and location of parking, parking operations, fees and permits, the need for additional parking, and enforcement. These recommendations are being implemented in phases based on the impacts to stakeholders and benefits to the system. The following item is a study recommendation that is being brought forward for consideration.

Under the category of “Mix and Location of Parking” the findings of the Study included:

- The parking space utilization ratio on the north side of the tracks was equivalent to 97 percent when excluding the “remote” public supply.
- Frequent visitors to the downtown were of the opinion that finding available on-street or off-street parking can be difficult.
- The number one reason cited by infrequent visitors for avoiding coming to downtown Downers Grove was parking.

The corresponding study recommendation for this item was to increase designated shopper parking. The study suggested Lot A the north side of the tracks and Lot B on the south side of the tracks for consideration.

Staff studied Lot A and determined that the on-street commuter parking on the north side of Warren Avenue between Forest Avenue and Saratoga Avenue is minimally used during the day and is a relatively close walk from Lot A and from businesses on the north side of the tracks. Because this area is not easily

identified by infrequent visitors to the downtown, this area will be more convenient for frequent users like downtown employees.

This item was initially presented at the March 14, 2012 Commission meeting. At that meeting, business owners on the south side of Warren Avenue expressed concerns about placing designated employee parking on the south side of Warren Avenue. Since that meeting, staff has reviewed the potential parking changes along Warren Avenue and determined that the twelve employee parking spaces could be located on the north side of the street between Saratoga Avenue and the driveway to the Larson Eye Center. The 12 new shopper spaces in Lot A would remain 3-Hour parking spaces, which is the same limit as the current shopper spaces in the lot. Following this parking change there would be seventeen (17) shopper spaces in Lot A, and thirty (30) permit commuter spaces.

Staff recommends that employee spaces be relocated from Lot A onto Warren Avenue. The on-street employee spaces and the Lot A shopper spaces would be properly signed.

This item was presented to the Transportation and Parking Commission on April 11, 2012. The Commission voted unanimously to approve this action as presented.

ATTACHMENTS

Meeting Minutes – April 11, 2012 Transportation and Parking Commission
Exhibits 1 and 2
Ordinance

VILLAGE OF DOWNERS GROVE
COUNCIL ACTION SUMMARY

INITIATED: Public Works **DATE:** June 5, 2012
(Name)

RECOMMENDATION FROM: Transportation and Parking Commission **FILE REF:** _____
(Board or Department)

NATURE OF ACTION:

STEPS NEEDED TO IMPLEMENT ACTION:

- Ordinance
- Resolution
- Motion
- Other

Motion to Adopt "AN ORDINANCE AMENDING VILLAGE PARKING LOT DESIGNATIONS", as presented.

SUMMARY OF ITEM:

Adoption of the attached ordinance shall amend parking provisions in the Warren Avenue Lot.

RECORD OF ACTION TAKEN:

ORDINANCE NO. _____

AN ORDINANCE AMENDING VILLAGE PARKING LOT DESIGNATIONS

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 Burlington Avenue and Hadow Avenue.

Lot K shall be the Village parking lot situated on the east side of Belmont Road, between the

Village Lots

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".

Warren Avenue Lot shall be the Village parking lot on the street situated on the north side of Warren Avenue, between Saratoga Avenue and Forest Avenue, as posted. (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 all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 3. That this ordinance shall be in full force and effect from and after its passage and publication in the manner provided by law.

Mayor

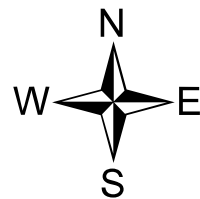
Passed:

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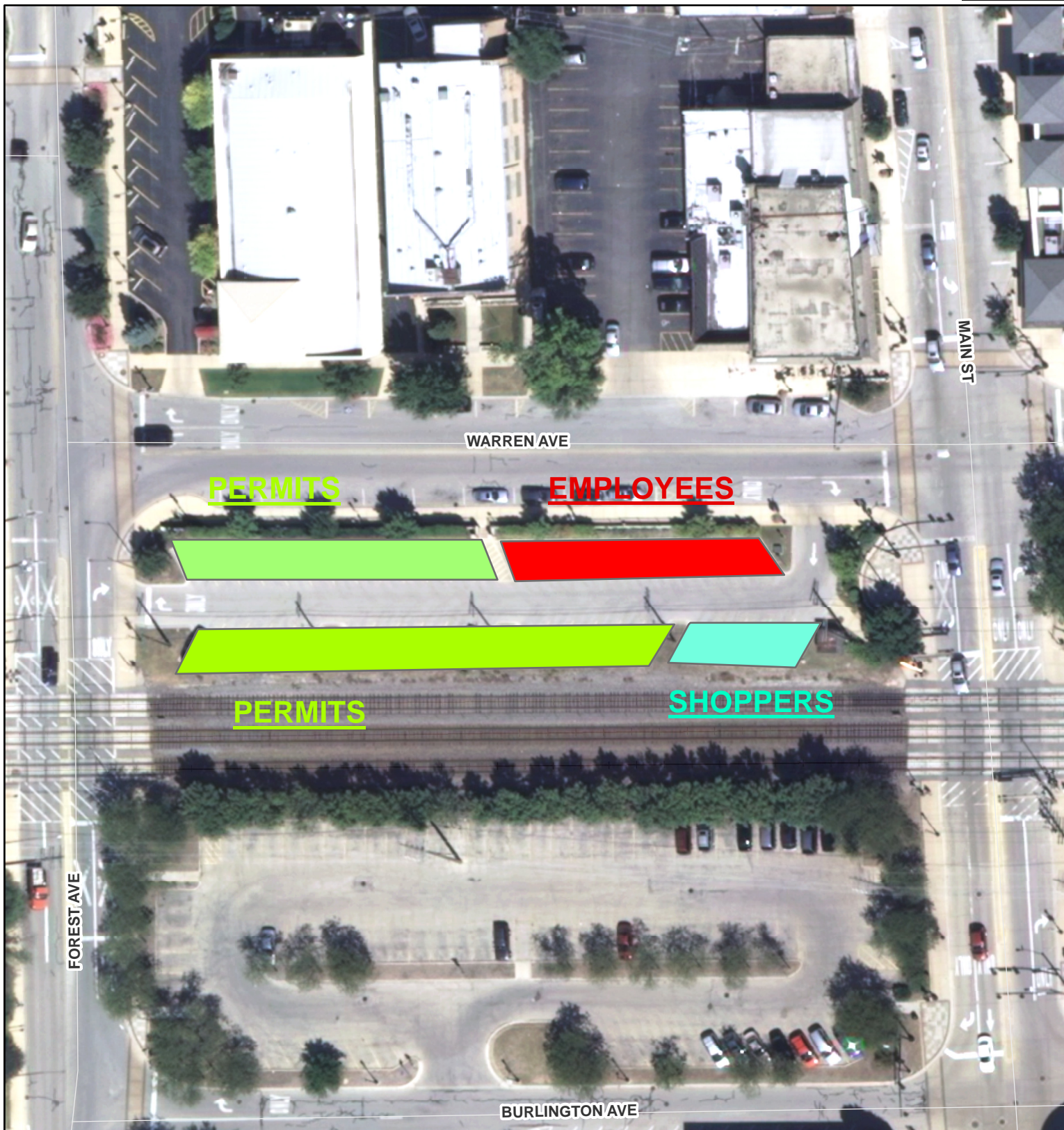
Attest: _____

Village Clerk

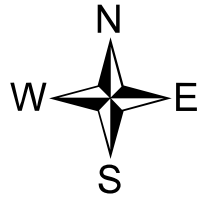
Existing Parking Lot A



1 of 2

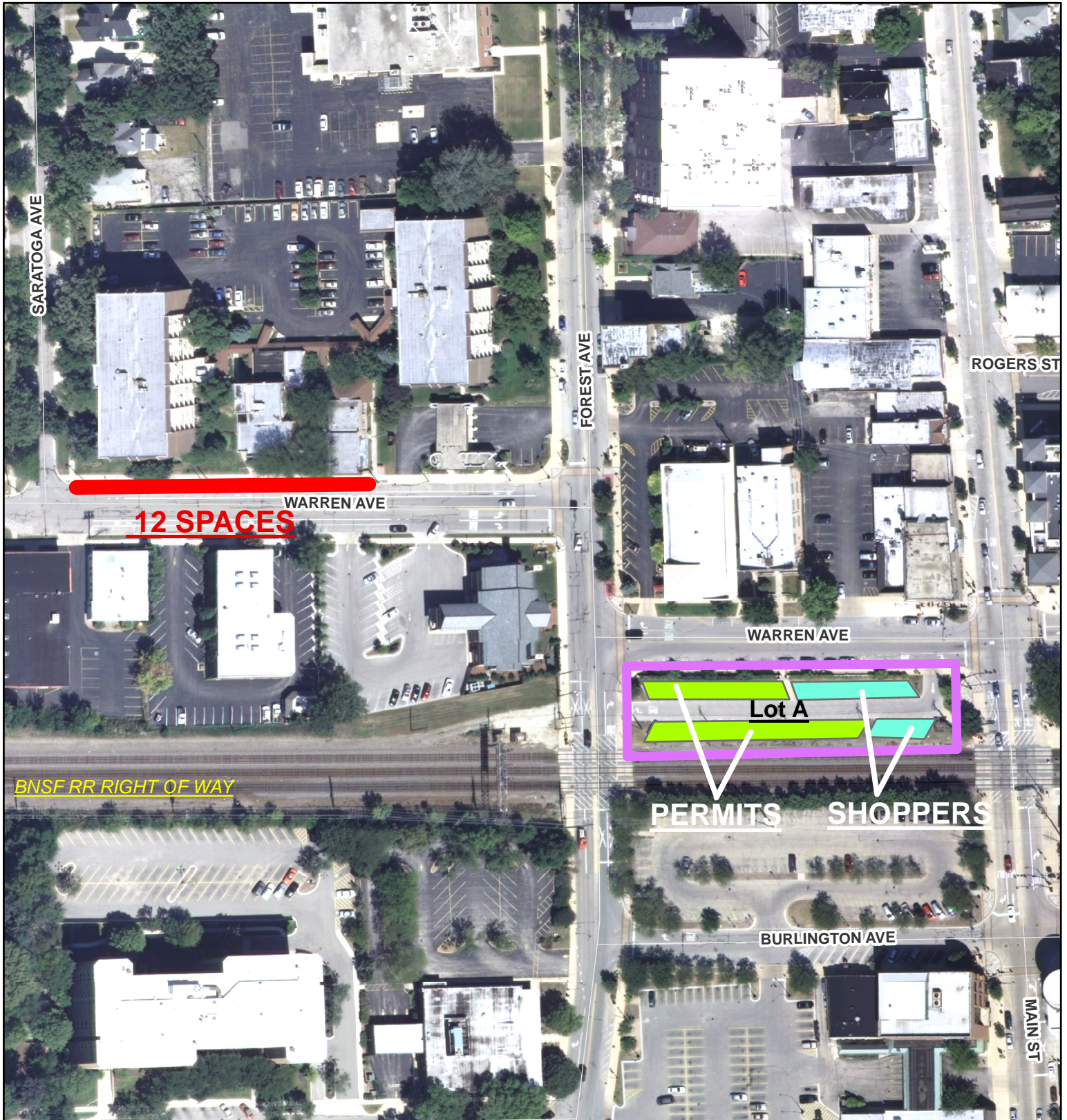


Proposed Parking Changes on Warren Ave.



* Convert 12, 3-hr spaces to Employee Spaces

2 of 2



TRANSPORTATION AND PARKING COMMISSION MEETING MINUTES

APRIL 9, 2012

1. File # 09-12 Short-Term Parking Revisions – Relocate Employee Parking Spaces from Lot A to Warren Avenue. **Mr. Dorin Fera**, Transportation Division Manager, reminded the commissioners that this matter was discussed and tabled last month in order for staff to locate additional parking spaces in private parking lots. Because staff was in the process of locating spaces with the assistance of the Downtown Downers Grove Management Corp. (DDGMC), **Mr. Fera** explained the relocation of spaces from Lot A to Warren Avenue was temporary. Approximately three to four lots were identified and staff's next steps included speaking to the owners of those locations regarding space availability, fee structures, and agreements. **Mr. Fera** envisioned having more information by early Fall 2012.

Asked what happens with those businesses who need, for example, ten parking spaces for a short time, **Mr. Fera** explained that the parking spaces being proposed would not affect those businesses located on the south side of Warren Avenue. And, on the north side of Warren, from Saratoga to the driveway of Larsen Eye Center, he explained that 14 spaces could be fit there instead of the original 12 for three-hour parking, thus making available 5, three-hour shopping spaces. Additionally, he reminded the commissioners that the Village policy for permit lots, which would be free parking after 11:00 a.m.

Chairman Stuebner asked if the employee lot permits could be prioritized, thereby freeing up some spaces for, say, clients, wherein **Mr. Fera** explained that the 12 spaces being moved over were some of the same people that were in parking Lot A and if they chose not to park on Warren, they could park south of the tracks across from Caribou Coffee. Unfortunately, he said that not enough on-street parking spaces existed to meet all of the employees, shoppers and commuter needs.

Should there not be any agreements with the private lots, **Mr. Saricks** asked if there should be in the commission's recommendation a date certain for the negotiations to be completed, and, if not completed to satisfaction, would the parking spaces return to their original use, wherein **Mr. Fera** was not sure and believed that DDGMC should be involved to address that issue. **Mr. Saricks** explained he did not want to leave it open-ended since people were being inconvenienced. **Mr. Fera** explained the commissioners could make such a motion.

Chairman Stuebner invited the public to speak.

Mr. Stan Urban, 990 Warren Avenue, Co-owner of Every Day's A Sundae, appreciated the commission's work but stated the problem was basically being relocated from one area to another. Given the Village has intergovernmental agreements with Metra, he asked **Mr. Fera** what was the required number of spaces for commuter parking and whether the village provided extra spaces than what was required. **Mr. Fera** replied that he understood there is a small surplus of spaces that the Village has at this time which exceed the required number of spaces. However, he stated the Village is also working

with BNSF and Metra regarding the agreements and would be requesting some changes to a number of arrangements that have been in place for many years.

Mr. Stan Urban asked what was more important: the commuters or the business owners, who pay real estate, sales taxes, etc. He suggested moving the commuters to Warren Avenue and asked that the commissioners look at the possibility of moving the taxi cabs to a different location, such as Rogers Street, which was empty. He stated no other communities offered such close conveniences for commuters other than in Downers Grove. Everywhere else, commuters had to walk.

Per **Chairman Stuebner's** question regarding the agreement with Metra on the location of commuter spaces, **Mr. Fera** stated that the last time he recalled reviewing the agreements, the commuter spaces were identified by lot. He was not certain if the agreements were long-term or whether the current arrangement was negotiated before the completion of the parking deck. **Chairman Stuebner** recollected that there was an agreement tied to the Parking Deck because there may have been some money from Metra to construct the deck. **Mr. Fera** recalled Metra's involvement but he understood the Parking Deck agreement was separate from the lots parallel to the BNSF Railroad tracks.

Mr. Stan Urban, 990 Warren Avenue, also recalled the Village received money for the Parking Deck and the Village had to designate a certain amount of spaces for the Parking Deck. He recalled any lot south of the tracks had a 99 year lease with Metra, while those spaces north did not and vehicles could be moved around. The Village owned the property, as he understood it. **Mr. Urban** reiterated that if the village had to provide extra spaces than what was required, then he asked to remove those spaces and not cater to the commuters.

Mr. Cronin asked that the commission focus on the topic at hand. While he understood **Mr. Urban's** frustration, **Mr. Cronin** believed it was a different item and not to veer from the current discussion.

Ms. Diane Urban, 990 Warren, Every Day's A Sundae, questioned how it was determined that more shopping spaces were needed on the north side, wherein **Mr. Fera** explained it was determined by the Downtown parking study completed in 2011. **Chairman Stuebner** interjected, stating that the study was available through the village and that this commission did review the study; it was recommended to the Village Council that the parking study be accepted. **Ms. Urban** reported, however, that of late, the employees have not been parking on the street, as in the past. She stated that sometimes they would park six hours at a time, wherein the **Chairman Stuebner** suggested she call the police for enforcement purposes. **Ms. Urban** reiterated that the problem was that there were not enough employee parking spaces to get the employees off the street. Furthermore, she stated the employees had their parking permits but they were parking in the regular spaces and not in the separate parking lot, as it sat empty on the weekends. To make customers walk from the parking lot to the business while the employees were parking in front of the business, she stated, was not good business practice; the chairman concurred. **Chairman Stuebner** suggested that **Ms. Urban**, along with five other residents, get their issues in writing and revisit this Commission.

Mr. Ron Smith, vice president of finance with Mayflower Tours, stated there are two office locations on Warren Avenue -- 1225 Warren and 1201 Warren -- and he was concerned about the "ripple" effect of the displacement of parking spaces. **Mr. Smith** stated he had two employees at the 1201 Warren location which have to park on the street but that sometimes part-time employees work at the same location, along with service providers and visitors stopping by to park. At the 1225 Warren location, he explained, his private employee parking lot existed but sometimes he needed additional street parking for employees. Also, because his company was a tour company, a majority of his clientele were senior citizens, which concerned him, especially if they had to park two to three blocks away because the parking in front of his building was taken. He opposed the proposal and presented a letter to **Mr. Fera**.

Per **Mr. Cronin's** question as to the current parking situation, **Mr. Smith** stated the parking was "tight" and usually the two employee vehicles at the 1201 Warren location were on the street, which he recalled were four-hour parking spots. The employees had to move their cars in order to avoid a violation. The service providers, he believed, did get parking fairly close to the entrance at 1201 Warren. The part-timers had to walk to the 1201 location. Sometimes there was enough parking in his lot at the 1225 location, and sometimes not. He explained that at the business peak season, some employees did have to park on the street and move their vehicles. Visitors, right now, appeared to be getting parking spaces a few doors down from the entrance. **Mr. Cronin** did not see the ripple effect **Mr. Smith** was taking about.

Mr. Smith asked staff if he knew who was parking in the current 12 spaces on Warren Ave, to which **Mr. Fera** assumed they were visitors for Oak Tree Towers.

Chairman Stuebner emphasized that this matter would be a temporary measure and agreed the recommendation for a sunset date was in order, since it was part of a larger plan. Asked if the two additional parking spaces could be relocated closer to 1201 Warren, **Mr. Fera** explained that staff was flexible to stripe the new 14 spaces with the 12 spaces either on one side and place the three-hour, two spaces closer to Saratoga, with the remaining 12 spaces going up to the driveway of the Larsen Eye Center to the east. He reminded everyone, however, that after 11:00 a.m. those parking spaces were free.

Lastly, **Mr. Smith** mentioned that some taxi cabs have been staging in front of the Dickie Building, possibly waiting for fares from the train station, which may be causing the phenomenon. **Chairman Stuebner** suggested **Mr. Smith** to contact the police, as the cabs were not supposed to be waiting there. **Officer Sembach** clarified that the ordinance which establishes where taxis can park, applied to the Downtown District, which ended at Forest and Rogers up to Franklin -- a three-hour zone. **Ofc. Sembach** added that the department has been receiving complaints about more than four taxis at the Main Street location and complaints were being received at Rogers Street also.

Concern was raised by **Ms. Vleck** whether eastbound Rogers was wide enough to handle the extra traffic, in addition to the drivers, wherein **Mr. Fera** stated the road was sufficient.

MR SCHILLER MADE A MOTION TO TEMPORARILY RELOCATE TWELVE (12) EMPLOYEE SPACES FROM LOT A ONTO THE STREET ON WARREN AVENUE, BETWEEN FOREST AVENUE AND SARATOGA AVENUE, SUCH THAT THESE SPACES WILL BE SIGNED "EMPLOYEE PARKING" SPACES, AND REQUEST AT THIS COMMISSION'S OCTOBER 2012 MEETING THAT A STATUS FOLLOW FROM PUBLIC WORKS AND THE DDGM CORP. AS TO THE STATUS OF THE PRIVATE PARKING LOT ARRANGEMENTS AND THAT THIS MATTER BE REVISITED.

MR. SARICKS SECONDED MOTION. ROLL CALL:

**AYE: MS. VLCEK, MR. SCHILLER, MR. STUEBNER, MR. SARICKS, MR. CRONIN,
MS. AGUZINO**

NAY: NONE

MOTION CARRIED 6-0.