

**TRANSPORTATION AND PARKING COMMISSION
Minutes**

April 11, 2012, 7:00 p.m.

Council Chambers - Village Hall
801 Burlington Avenue, Downers Grove

Chairman Stuebner called to order the April 11, 2012 meeting of the Transportation and Parking Commission at 7:00 p.m.

The commissioners and public recited the Pledge of Allegiance.

A review of the meeting's protocol followed. Chairman Stuebner reminded the public that the commission was a recommending body to the Village Council and stated the minutes were being recorded on village-owned equipment for transcription purposes.

Roll call followed and a quorum was established.

ROLL CALL:

Present: Chairman Stuebner, Commissioners Aguzino, Cronin, Saricks, Schiller, Vlcek

Absent: Commissioners Van Anne and Wrobel

Staff Present: Mr. Dorin Fera, Transportation Division Manager; Mr. Timothy Sembach, Police Parking Supervisor

Visitors: Mr. Ronald Smith, Mayflower Tours, 1225 Warren Ave.; Mr. and Mrs. Stan Urban, 990 Warren Ave.; Ms. Lorie Pilster, Downers Grove School District 58

APPROVAL OF MINUTES

The March 14, 2012 minutes were approved on motion by Mr. Saricks and seconded by Mr. Schiller. Motion carried by voice vote of 5-0-1. (Ms. Vlcek abstained)

PUBLIC COMMENTS

Chairman Stuebner invited the public to speak on non-agenda items. No public comments were received.

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 DOWNTOWN MANAGEMENT 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.

Mr. Schiller, as a former member of the Bus Commission, briefly commented on the agreements with the railroads and asked that staff, in the next couple of months, to find out the number of spaces that are available for reallocation. If there were additional spaces which could be designated as shopper spaces, rather than commuter spaces, it would avoid the disruption if things did not work out by October. **Chairman Stuebner** also asked to invite someone from Metra or BNSF to discuss the arrangements the Village had, including the expiration dates.

2. File # 10-12 Parking Restrictions – On Powell Street South of Norfolk Street. **Mr. Fera** explained that, per a neighborhood petition, it was discovered that there was small section on Powell Street, near Kingsley School, that had no parking restrictions. Word got out and high school students began parking there. Within a week then entire lane was taken up, thereby leaving no spaces for the Kingsley School parents to pick up/drop off their children. School buses also need to use Powell Street. **Mr. Fera** said he confirmed the issue with the school's principal and explained that the issue could be addressed the same as was done at Pierce Downer and Whittier Schools. He referenced photos from those schools in the Commissioner's packet. Also, due to the nearby South High school having approximately a dozen or so late start times throughout the year, **Mr. Fera** suggested a consideration to revise the parking restriction from 8:00 a.m. to 11:00 a.m., which would address the parking issue and also assist with parking enforcement.

Chairman Stuebner had no issues with the suggestion. As far as **Mr. Fera** knew, the restriction would have no bearing on area parking needs during the evening hours.

Chairman Stuebner opened up the meeting to public comment.

Ms. Lorie Pilster, District 58, thanked the commission for acknowledging the late starts. Her only concern about the 8:00 a.m. start time was that in the morning, parents parked on Powell and she would not want them ticketed. She also announced that the school hours would change next year with the grade school students starting a bit earlier and getting out a bit later (2:55 p.m.). She liked the restriction suggestion of 9:00 a.m. to 11:00 a.m. Staff supported **Ms. Pilster's** suggestion and pointed out to the Commission that there was a similar parking concern on Norfolk Street, which students would likely migrate to following parking changes on Norfolk Street.

MR. CRONIN MADE A MOTION TO INSTALL "NO PARKING 9:00 AM TO 11:00 AM" DESIGNATION ALONG THE EAST SIDE OF POWELL STREET, BETWEEN NORFOLK STREET AND PALMER STREET, AND ON NORFOLK STREET ALONG THE SOUTH SIDE, BETWEEN POWELL STREET AND SARATOGA AVENUE.

MR. SCHILLER SECONDED THE MOTION.

MOTION CARRIED BY VOICE VOTE OF 6-0.

3. File # 05-12 Village Parking Holidays. **Mr. Fera** reported that the Village received its legal authorization from Village staff and Legal Department staff and stated that the village holidays did not match up to the federal or state holidays. Instead, the village had is pursuing its own holidays. He reminded the Commissioners that the goal was to promote the parking holidays through Village channels, and to get the proper notification signage posted in the affected parking lots.

Chairman Stuebner stated he would support the recommendation because the village already advertised its village hours and standardized what the village did. **Mr. Fera** also noted that if the village was closed, it would not be issuing tickets anyway and the village already had a number of ways to electronically communicate this information to the residents.

Chairman Stuebner recommended a change in that the additional revenue generated by the parking fines be used for traffic calming. **Mr. Saricks** felt that the recommendation was in line with neighboring communities and that drivers really had no excuse to complain that they were confused or did not understand the signage. Other positive comments followed. **Ms. Vicek** said she was disappointed that Veterans Day could not be included.

MR. SARICKS MADE A MOTION TO ACCEPT THE REVISED AND LEGALLY APPROVED LIST OF VILLAGE PARKING HOLIDAYS AS BEING ACTUAL PARKING HOLIDAYS IN THE VILLAGE OF DOWNERS GROVE, WITH ALL OTHER DAYS BEING SUBJECT TO ENFORCEMENT.

MR. CRONIN SECONDED THE MOTION.

MOTION CARRIED BY VOICE VOTE OF 6-0.

OLD BUSINESS

Mr. Fera updated commissioners on the North High School project. A neighborhood meeting is scheduled for April 18th, 2012 at North High School. During this process, the Village assisted District 99 to identify excess parking locations which could be used while the new east parking lot was being constructed. Updates followed on the construction projects that have begun, the downtown striping that began, the upcoming underpass completion (anticipated by June 2012)

and some traffic signal projects coming up. The bike/pedestrian plan was also underway and would involve the community.

COMMUNICATIONS

Per a letter, District 99 was looking for a speed reduction pursuit on Main Street near the high school; staff was preparing a response to that letter. No comments from the commissioners.

ADJOURN

MS. VLCEK MADE A MOTION TO ADJOURN THE MEETING AT 8:10 P.M. MR. SARICKS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE OF 6-0.

Respectfully submitted,

Celeste Weilandt,
Recording Secretary
(as transcribed from MP3 digital recording)

**VILLAGE OF DOWNERS GROVE
ZONING BOARD OF APPEALS
JUNE 27, 2012 MINUTES**

Call to Order

Chairman White called the meeting to order at 7:30 PM.

Roll Call

Present: Mr. Domijan, Ms. Earl, Mr. Isacson, Ms. Souter, Ch. White

Absent: Ms. Majauskas, Mr. Enochs

A quorum was established.

Staff: Jeff O'Brien
Damir Latinovic

Minutes of May 23, 2012 meeting

Mr. Domijan moved to approve the minutes of the May 23, 2012 meeting as presented. Ms. Souter seconded the Motion.

AYES: Mr. Domijan, Ms. Souter, Mr. Isacson, Ch. White

NAYS: None

ABSTAIN: Ms. Earl

The Motion passed 4:0:1.

Meeting Procedures

Chairman White explained the function of the Zoning Board of Appeals and reviewed the procedures to be followed during the public hearing. He verified with staff that all proper notices have been published with regard to Case ZBA-06-12. He then called upon anyone intending to speak before the Board on the Agenda item to rise and be sworn in, as the public information portion of the meeting is an evidentiary hearing.

Chairman White explained that members of the Zoning Board of Appeals all have had the opportunity to review the documents for the petition prior to the meeting. In order for a requested variation to be approved there must be a majority of four votes in favor of approval. He added that the Zoning Board of Appeals has authority to grant petitions without further recommendations being made to the Village Council.

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ZBA-06-12 A petition seeking a sign setback variation for the property located on the south side of Ogden Avenue, approximately 100 feet west of Seeley Avenue, commonly known as 1509 Ogden Avenue, Downers Grove, IL (PIN 09-06-404-006); Jay's Plumbing - John DeFrates Petitioner; J.J.D. Properties, Owner.

Petitioner's Presentation

Ms. Elizabeth Hardy of 1509 Ogden Avenue explained that the Petitioner is requesting permission for the installation of a new monument sign 10 feet from the side property line, where 25 feet is required by Code. The sign meets all other Zoning and Code requirements including the setback from Ogden Avenue. The property is only 50 feet wide and without a variance they would be unable to install a sign. The building is also set back 47-49 feet from the adjacent buildings which limits their visibility to traffic on Ogden Avenue. With the speed of traffic down Ogden Avenue, motorists are unable to see the sign on the front of the building because the building is set so far back.

Ms. Hardy asked that the Board allow their company to have the same opportunity for exposure with a monument sign as other buildings along the Ogden Avenue Corridor. This request is due to unique lot size and particular hardships on this site as compared to other businesses along Ogden Avenue. These hardships were not the result of actions by the owners, but rather are caused by the existing site conditions. They do not intend to alter the character of the area, and no special privileges would be allowed to the petitioner by granting this variation. Ms. Hardy stated that the petitioner intends to abide by all other requirements established under the Village's Ordinance and Code.

There were no questions from the Board.

Staff's Presentation

Mr. Damir Latinovic, Planner with the Village of Downers Grove, showed an aerial photograph of the property in question. The property has a 3,000 square foot building with parking both in front and back of the building. Jay's Plumbing occupies the site. He said the Code allows for a 24 square foot sign that is eight feet tall. However, the property is only 50 feet wide and therefore cannot meet a 25-foot setback from both side property lines. The adjacent east and west buildings are also about 42-44 feet from the front property line. He also showed a photograph of what the new monument sign would look like.

Mr. Latinovic noted that the sign will take up two parking spaces; however there are sufficient parking spaces remaining as required by Code. Staff believes there are unique circumstances on the property and a physical hardship. The building is located 90 feet from the front property line. Mr. Latinovic reviewed each of the standards for granting a variation. He indicated all of the standards were met as noted on pages 3 and 4 of staff's report dated June 27, 2012.

In summary, Mr. Latinovic said that staff believes there is a physical hardship associated with the property. The property is only 50 feet wide and the owner is not able to install a monument sign that meets the required side yard setbacks. Additionally the location of the building on the property is unique and prevents the petitioner from having adequate visibility for its building signage. Based on their analysis, staff believes all standards for

granting the variation have been met and recommends approval of the requested sign variation for the side yard setback, subject to the condition listed in the staff report.

Mr. Domijan referred to the plat in their packet that was hand drawn, saying that the placement on the plat is outside of the 15-foot building line, which he assumes is right-of-way for Ogden Avenue.

Mr. Latinovic said the building line does not apply to the sign. The sign has to be 10 feet from the front property line along Ogden Avenue. The buildings have to be 15 feet from the front property line. The front property line is approximately two feet from the curb of Ogden Avenue.

Mr. Domijan said the property immediately to the east appears to also be a 50-foot wide lot. If they were to request a permit for a monument sign, they would probably also want a side setback variation.

Mr. Latinovic said any request would be based upon all the conditions of the specific property. In this case there will be sufficient remaining parking spaces, and the condition of the building sign affects the need for a monument sign. Each request would be reviewed based on all the condition of the specific property not just the width of the lot.

There being no further questions, Chairman White closed the opportunity for further public comment.

Board's Deliberation

Mr. Domijan favors the plan as presented. The sign will not be directly on Ogden Avenue. He is satisfied that the site line is acceptable.

Chairman White asked if there were any contrary opinions. There were none.

Ms. Earl made a motion that the Zoning Board of Appeals grant the variance as requested in Case ZBA-06-12, with the following condition:

1. The proposed monument sign shall substantially conform to the sign plans and drawings attached to Staff Report dated June 27, 2012 except as such drawings and plans may be changed to conform to Village codes, ordinances and policies.

Mr. Isacson seconded the Motion.

AYES: Ms. Earl, Mr. Isacson, Mr. Domijan, Ms. Souter, Ch. White

NAYS: None

The Motion carried unanimously.

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Mr. O'Brien reminded everyone about the Open Meeting training requested by the Village Attorney. He added that there will be a meeting in July.

Chairman White adjourned the meeting at 7:50 PM by unanimous voice vote.

Respectfully submitted,

Tonie Harrington
Recording Secretary