



TRANSPORTATION & PARKING COMMISSION

MEETING AGENDA

Date: February 8, 2017
Time: 7:00 p.m.
Location: Council Chambers – Village Hall
801 Burlington Avenue

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- I. Call To Order

 - II. Roll Call

 - III. Approval of December 14, 2016 TaP Commission Minutes

 - III. Public Comments – General Topics or Issues NOT on Tonight’s Agenda

1. File # 1-17 Maple Avenue – Pavement Marking Revisions

Action Requested: Discussion

Description: Staff is initiating this request, in response to the planned resurfacing of Maple Avenue from Main Street to Dunham Road. Three alternatives have been prepared for discussion with the Commission and residents. A staff report has been prepared and letters were sent to residents in this neighborhood notifying them of the discussion. Staff is recommending to initiate revisions and requesting FEEDBACK from the Commission.

2. File # 2-17 Kingsley School Parking – Powell Street – Parking Revisions

Action Requested: Discussion and Recommendation to Council

Description: Staff is initiating this request, in response to the School’s concern with problems occurring during pickup and drop off. A staff report has been prepared and letters were sent to residents in this neighborhood notifying them of the discussion. Staff is recommending this action and requesting APPROVAL from the Commission.

3. File # 3-17 61st Street at Lyman Avenue – Parking Revisions

Action Requested: Discussion and Recommendation to Council

Description: Staff is initiating this request, in response to resident concern with problems occurring during turning movements. A staff report has been prepared and letters were sent to residents in this neighborhood notifying them of the discussion. Staff is recommending this action and requesting APPROVAL from the Commission.

4. File # 4-17 Mini Study 1 Update

Action Requested: Discussion

Description: Staff is initiating this discussion based on the previous TAP Commission. Staff will facilitate a discussion for proposed locations to TAP Commissioners. Staff is recommending this initiating these actions and requesting FEEDBACK from the Commission.

5. File # 5-17 Traffic Count Update

Action Requested: Discussion

Description: Staff is initiating this discussion based on the recent RFP for Village wide traffic counts and on call pedestrian counts.

IV. Old Business

V. Communications

VI. Adjourn

This is a tentative regular meeting agenda that is subject to change.

DRAFT

**TRANSPORTATION AND PARKING COMMISSION
Minutes**

December 14, 2016, 7:00 p.m.

Council Chambers - Village Hall
801 Burlington Avenue, Downers Grove

Chairwoman Dunne called to order the December 14, 2016 meeting of the Transportation and Parking Commission at 7:00 p.m. and led the meeting with the recital of the Pledge of Allegiance. Roll call followed and a quorum was established.

ROLL CALL

-Present: Chairwoman Dunne; Commissioners Saricks, Schiller, Wilkinson, Wrobel
Absent: Commissioners Aguzino, Carter
Staff Present: Public Works Traffic Engineer Will Lorton
Others: Downers Grove Police Officer Tim Sembach, Resident Kelly Fallon-Wilson, 6127 Plymouth St., Downers Grove

MINUTES OF OCTOBER 12, 2016

It was noted that Police Officer Sembech was in attendance and to reflect same in the minutes. Page 2, third paragraph from bottom of page, Mr. Wrobel referred to the sentence "Someone then suggested the village inform" and recommended that the word "someone" be replaced with the appropriate person's name. Top of Page 3, in the motion, correct the words "Transportation" and "Recommendation." **MINUTES OF THE OCTOBER 12, 2016 MEETING WERE APPROVED, AS REVISED, ON MOTION BY MR. SCHILLER, SECONDED BY MR. SARICKS. MOTION CARRIED BY VOICE VOTE OF 4-0-1. (MR. WILKINSON ABSTAINS.)**

PUBLIC COMMENT (on non-Agenda items) – None.

File #12-16 Downtown Main Street – Parking Revisions: Mr. Lorton reported the Main and Maple lot was removed due to concerns raised by the construction in the area. Therefore, two parking spaces on Main Street, in front of the Main and Maple parking lot, would be removed and two of the 2-hour spaces would be replaced with two 15-minute spaces. He located the spaces on the overhead for the commissioners, explaining that he wanted to get the perspective of the downtown south of the railroad tracks.

Per the chair's question, Mr. Lorton said he heard no negative responses from the downtown businesses regarding this matter nor from the police department's perspective. Officer Sembach confirmed there was a parking enforcement person dedicated to the downtown area using the chalking system and/or the LPR camera system.

Chairwoman Dunne opened up the meeting to public comment. No comments received.

Mr. Wilkinson queried staff whether it had looked into parking turnover for the future, specifically if the two-hour limitations would extend to the weekend, since the 15-minute spaces were seven days per week. Officer Sembach stated it was not taken into consideration. Mr. Wilkinson shared his concerns that it should be looked into because there was no Saturday parking restriction and employees appeared to be parking on the street during the weekends and

therefore turnover was not occurring. He cited the post office as an example and asked that the two-hour parking restriction be considered in the future on the weekends.

In response to the concerns, Traffic Engr. Lorton explained that any new residents of the new proposed construction would have their own parking garage. However, he offered to look into the turn-around issue on the weekends. Dialog followed regarding overnight parking issues.

Per the chairwoman's questions, the proposed parking spaces that were chosen were chosen because they were located at the end of a group of parking stalls; however, staff was open to moving the spaces to other locations within the block, if desired. Per Mr. Wrobel's request, the specific definitions of the parking spaces followed and well as the rationale for their locations.

Hearing no further comments, the chairwoman entertained a motion.

WITH RESPECT TO FILE #12-16, MR. SCHILLER MADE A MOTION THAT THE TRANSPORTATION AND PARKING COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL TO APPROVE THE PROPOSAL AS REQUESTED BUT, AS MORE REQUESTS COME FORWARD, THAT THE COMMISSIONERS BE MADE AWARE OF THE NATURE OF THE BUSINESS IN FRONT OF SUCH PARKING SPACES.

SECONDED BY MR. SARICKS. A VOICE VOTE WAS TAKEN.

MOTION CARRIED. VOTE: 5-0

File # 13-16 Plymouth Street at 61st Street – Two Way Stops: Mr. Lorton reported this request came from a parent who was driving with his son on a learner's permit, at the referenced intersection. Per staff, the intent of this petition was to identify the intersection's right-of-way for younger drivers. Classification of Plymouth and 61st Streets followed with staff confirming that the intersection was currently uncontrolled.

Mr. Lorton stated he visited the intersection and researched crash data from 2005 to 2015 which identified two PDO crashes at this intersection: the first crash was a construction vehicle that backed into a parked vehicle. The second crash involved a truck turning, striking a utility pole.

Per Mr. Lorton, staff recommended installing a stop sign on the south leg only. A four-way stop was not warranted. Staff also recommended adding a stop sign on Margo Court to define the right-of-way due to the proximity. Mr. Saricks asked staff to consider the timing of the implementation of that stop sign, seeing that there would be no traffic generated from that street. Staff was open to the suggestion.

Chairwoman Dunne shared her concerns about installing a stop sign at a T-intersection only to have another one installed two blocks down that has not been resident-driven yet, and therefore, has not been signed. She felt conformity within a neighborhood was crucial to safety.

(A short dialog then followed regarding the number of names needed to file a petition.) Mr. Lorton reported that he received two emails which were supportive of adding the proposed stop sign but one of the residents also suggested adding a stop sign on 62nd Street. Since there was discussion about deferring the stop sign at Margo Court, Mr. Wilkinson asked if staff could move it down to Ridgewood. The chairwoman preferred not to add it for now.

Chairwoman Dunne opened up the meeting to public comment.

Ms. Kelly Fallon-Wilson, 60127 Plymouth Street, stated the letter she received did not specify that the stop sign was for Plymouth and so she and her neighbors thought the sign was going to be installed on 61st Street, which they were excited about. She stated she and her neighbors were not opposed to the installation of a stop sign on Plymouth. However, she and her neighbors wanted a stop sign at Plymouth on 61st Street due to the number of children in the area and speed was a concern. She preferred a four-way stop at that intersection.

Mr. Lorton responded that the traffic volumes there did not warrant an All-way stop sign; however, he did offer to look at head-counts during peak hours. He also offered to do an engineering study to include pedestrian safety. Chairwoman Dunne emphasized the need for a crosswalk sign at the intersection since a crosswalk existed.

Ms. Fallon-Wilson also explained how the dynamics of the neighborhood had changed over the past three years – there were six families in the area now.

Chairwoman Dunne then recommended that staff look at this issue in the spring if, in fact, there were that many families in the area and it was the main route being taken to school. She also asked that staff look at the speeding issue on 61st Street from a safety point prior to the springtime. Conversation followed regarding the marked crosswalks in the area.

Dialog then followed on how to move the recommendation forward with the chairwoman suggesting that the recommendation/motion go forward as is but that staff do a further assessment as to what other measures could be done in the future.

Per Mr. Wilkinson's question, Ms. Fallon-Wilson stated she and her neighbors preferred a stop sign on 61st Street at Plymouth. She stated she could get five signatures on a petition by tomorrow morning if needed. Instead, commissioners explained to her what she had to do by next month's meeting.

While the chairwoman understood there was concern, she did not want to hold up staff's request and stated that a resident concern existed but there would be no additional data collection that would warrant an all-way stop sign. If the traffic volumes were low, as mentioned, she believed the only warrant that would be met would be the pedestrian volumes, which would not be collected until the spring.

Ms. Fallon-Wilson inquired as to how she would follow the case once her petition was filed. Staff asked that she contact the village.

The chairwoman confirmed that Ms. Fallon-Wilson was comfortable with staff's proposed stop sign location on Plymouth Street at 61st Street and also at 62nd Street, to which Ms. Fallon-Wilson was amenable.

WITH RESPECT TO FILE 13-16, MR. WILKINSON MADE A MOTION THAT THE TRANSPORTATION AND PARKING COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL THAT A STOP SIGN 1) BE INSTALLED AT THE SOUTH LEG OF PLYMOUTH STREET AND 61ST STREET; 2) THAT THE STOP SIGN FOR MARGO COURT BE DEFERRED; AND 3) THAT A STOP SIGN BE INSTALLED AT 62ND STREET AND PLYMOUTH STREET.

SECONDED BY MR. SCHILLER.

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE OF 5-0.

File #14-16 Traffic Control Revisions – Uncontrolled to Two-way Stops: Traffic Engr. Lorton reported this was a discussion item for the commission and to provide staff with direction on how to treat such requests internally. He acknowledged there was concern about the uncontrolled intersections in the village and proceeded to cite a two-year fatal crash study that was done (from 2010 to 2012) by the ITE which reported that for every 10 fatal crashes, 7 occurred at unsignalized or uncontrolled intersections. Recently, the village's GIS department identified 538 uncontrolled intersections within the village, many of which sat in the older residential parts of town. Few existed in the center of the village, due to the neighborhood studies that were already completed and assigned right-of-ways.

Mr. Lorton explained some of the challenges that young drivers were experiencing when coming to such intersections, as discussed above, and stated the village was trying to address the issue by developing a holistic policy by assigning rights-of-ways to a number of uncontrolled intersections. Addressing T-intersections specifically, Mr. Lorton pointed out that the vehicle code basically defines the right-of-way for T-intersections and, based on that information and the number of intersections staff wanted to approach, the issue was based on severity. Four leg, uncontrolled intersections would be considered first, followed by T-intersections at a later time.

A review of the number of uncontrolled intersections followed with Mr. Lorton pointing out that the 538 figure drops to 47 when looking at just the four-leg uncontrolled intersections. And, assuming that two-way stops are installed at those locations versus four-way stops, he estimated the signage and installation costs to be less than \$20,000, as compared to \$83,000. Mr. Lorton continued to explain how the village would be divided into zones, similar to the snow routes, and the signs would be installed accordingly over time versus a one-time cost. A further explanation followed on how he would bring his installation requests before the commission as an action item for each zone. The goal he said is that by the end of the process there would be uniformity within the entire village as far as established right-of-ways for drivers.

Per the chairwoman's question, Mr. Lorton explained he would bring the uncontrolled intersections before the commission as a "package" to approve and that the commission could pull out specific intersections to discuss if it wanted. Details followed. The chairwoman supported the idea but also hoped that there would be a set of criteria that the commission would review for each zone.

Mr. Wilkinson added that conceptually the traffic flow process being discussed tonight was also in the village's Comprehensive Plan and so it appeared the village was on track. Consensus was that the commissioners were in support of staff's proposal.

OLD BUSINESS – None.

COMMUNICATIONS – None.

OTHER

Asked if the commissioners preferred to have their meeting agendas sent via email or delivered physically, Chairwoman Dunne asked that commissioners contact staff on their preference.

ADJOURN

**MR. SCHILLER MADE A MOTION TO ADJOURN THE MEETING AT 7:56 P.M.
MR. SARICKS SECONDED THE MOTION.**

MOTION CARRIED BY VOICE VOTE OF 5-0.

Respectfully submitted,

Celeste Weilandt
Recording Secretary
(transcribed from MP3 recording)

**Public Works Staff Report
File # 01-17
Maple Avenue Parking
Carpenter Street to Dunham Road**

BACKGROUND

This item is being presented by staff in response to a resurfacing project and the current allowable parking on Maple Avenue west of Carpenter Street. Since the resurfacing will require new pavement markings, Staff is considering 3 alternatives to provide traffic calming as well as clearly defined parking locations. See **3 alternatives attached**.

Maple Avenue is primarily an East-West roadway classified as an arterial that is roughly 27 feet wide and only has parking restrictions on the south side of the roadway. The current ADT is roughly 7300 vehicles per day.

STUDY

Staff has observed the area through a field visit to the area. After reviewing Section 14.98 of the Municipal Code, from 550 feet east of Dunham at Maple to Carpenter there is not a parking restriction for the north side of Maple Avenue.

Staff reviewed crash history (2010-2016 Village Data) of similar conditions where an offset centerline and parking blocks were utilized (Carpenter Street north of Maple as well as Prairie Avenue east of Belmont Road). Prairie Avenue had 4 crashes related to parked vehicles with 3 of them caused by improper backing. Carpenter Street had 17 crashes during this time period with 14 related to parked vehicles. Three of the crashes at Carpenter Street were sideswipe with two of those due to improper backing.

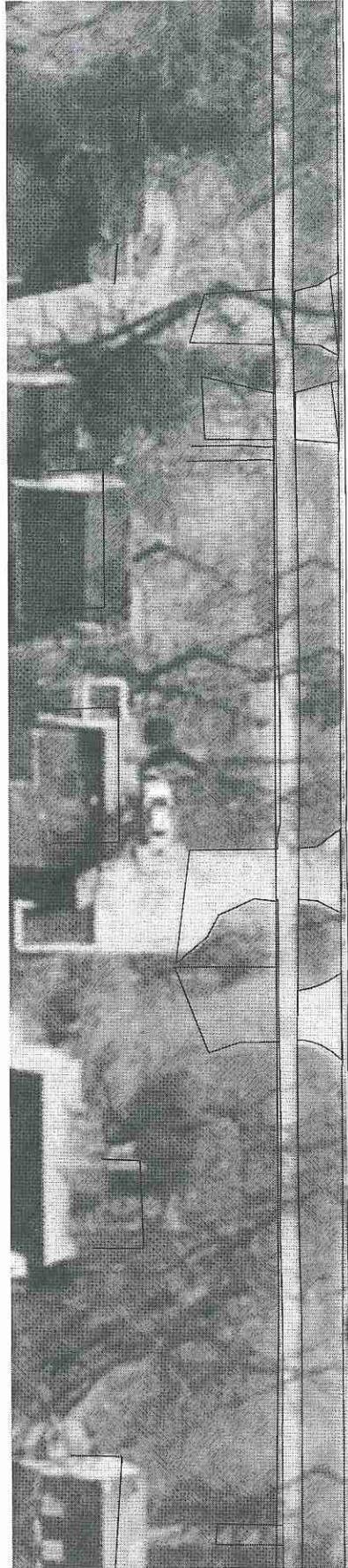
Staff does not have any issues with any of the alternatives. Staff would recommend alternative 3 for the benefits of defining parking spaces while providing traffic calming effects with narrower lanes.

RECOMMENDATION

Staff recommends that the following be implemented:

- **PROCEED WITH THE OFFSET CENTERLINE WITH PARKING BLOCKS STRIPED FROM WEST OF CARPENTER STREET TO A POINT 550 FEET EAST OF DUNHAM ROAD.**

EXHIBIT 1
MAPLE AVENUE
CENTERED STRIPING, PARKING NOT STRIPED
CURRENT STRIPING



MAPLE AVENUE

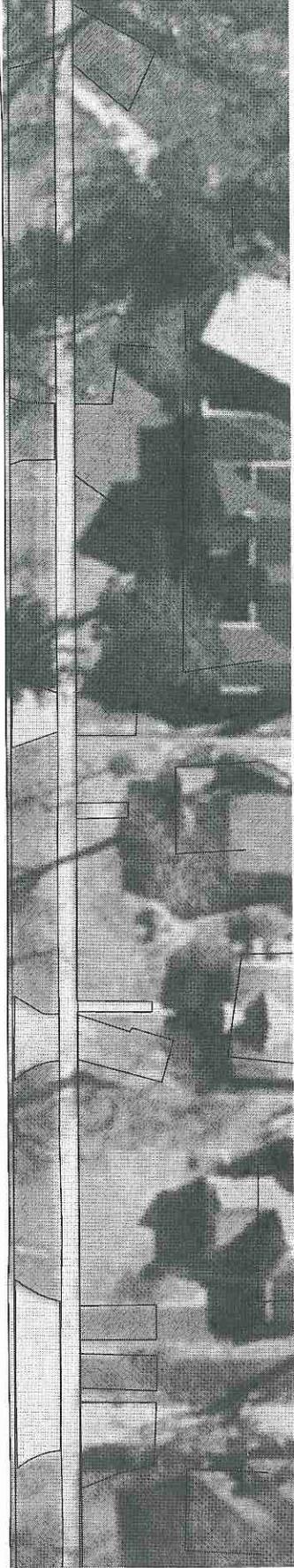
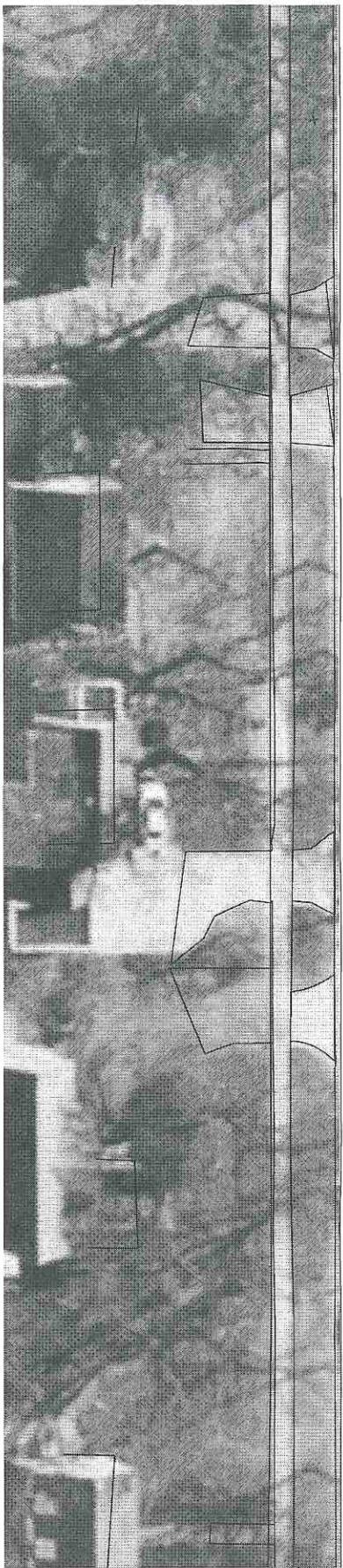


EXHIBIT 2
MAPLE AVENUE
OFFSET STRIPING, PARKING NOT STRIPED



MAPLE AVENUE

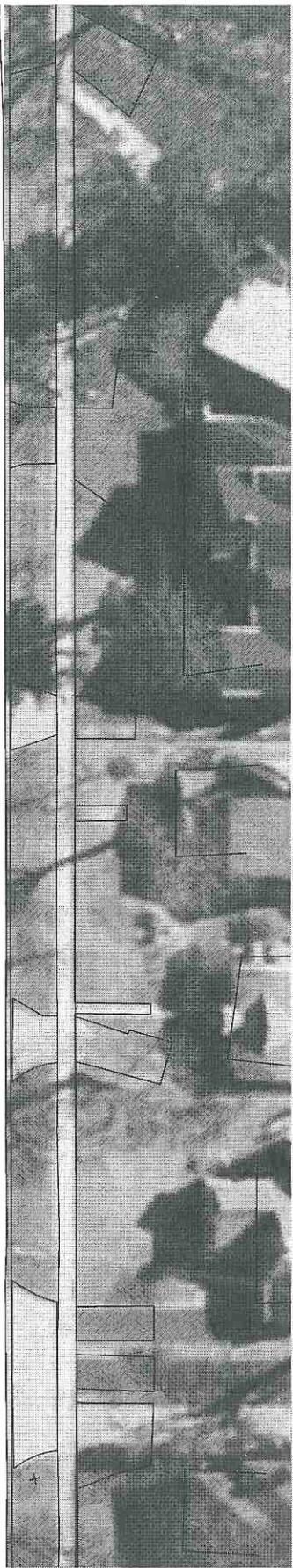
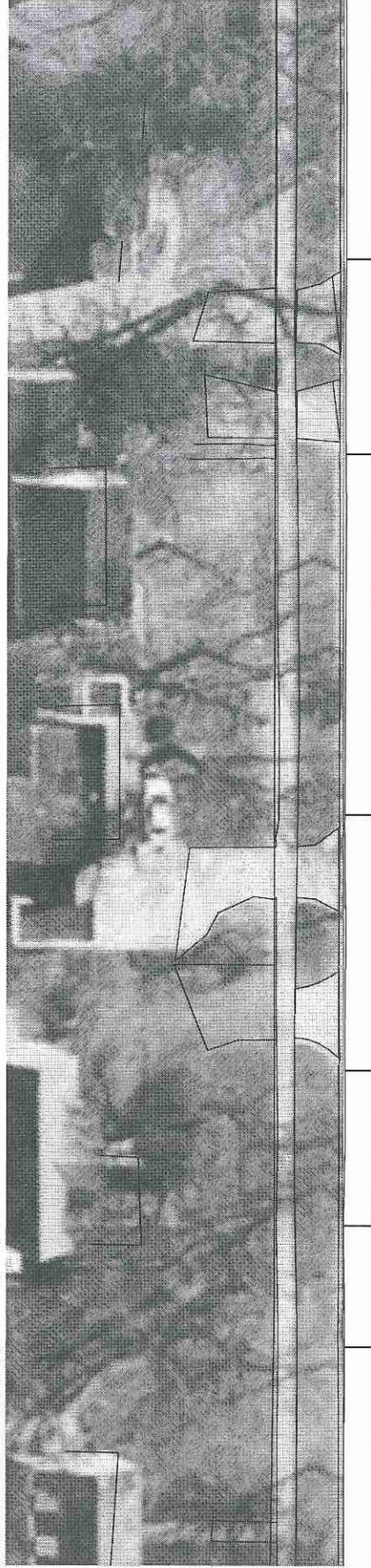
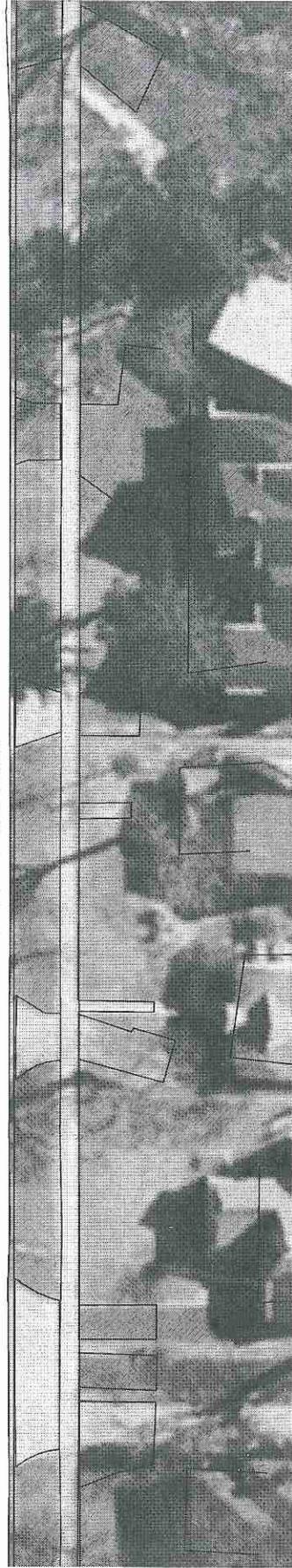


EXHIBIT 3
MAPLE AVENUE
OFFSET STRIPING, PARKING BOXES STRIPED



MAPLE AVENUE



**Public Works Staff Report
File # 02-17
Kingsley School Parking – Powell Street**

BACKGROUND

This item is being presented by staff in response to the School's concern with the existing parking on Powell Street. Currently the School has a bilingual program that busses kids from the entire district. The service uses Kids Kab vans. Previously the Kids Kab vans used the west parking lot, however have experienced circulation issues and have relocated to Powell Street.

Powell Street is a North-South roadway classified as a local street that is roughly 28' wide with no parking during 9am to 11am. See **Exhibit**.

STUDY

Staff has observed the area through a field visit to the area. The concern as portrayed by school officials is that the ingress and egress of the specialty vehicles is severely impacted during the PM release period of students with parents vehicles waiting to pick up their children. Creating a uniformity of the drop off location will help facilitate the Kids Kab vans and create a location specifically for them.

Staff does not have any issues with revising the signage in this area to reflect school vehicles from 2:30PM to 3:00PM. These revisions should benefit total site circulation.

RECOMMENDATION

Staff recommends the Transportation and Parking Commission forward a positive recommendation to the Village Council that the following be implemented:

- **INSTALL CUSTOM SIGNS ON POWELL STREET THAT DESIGNATES THE FIRST 100' OF EAST CURB AS DESIGNATED SCHOOL VEHICLE LOADING ZONE FROM 2:30PM TO 3:00PM. REVISE VILLAGE ORDINANCES TO REFLECT THE PARKING REVISION.**

EXHIBIT 1 – FILE 2-17

Powell Street adjacent to Kingsley Elementary School



PROPOSED
LOADING AREA



Public Works Staff Report
File # 03-17
61st Street at Lyman Avenue Parking

BACKGROUND

This item is being presented by staff in response to a resident's concern with the existing parking on the corner of 61st Street at Lyman Avenue. The resident's concern is that during events at the adjacent facility (Milnes Family Memorial Park), parked cars make it difficult to maneuver and block sight lines. Resident provided photos showing the reduce throat width of the corner.

Lyman Avenue is a North-South roadway classified as a local street that is roughly 32 feet wide with no parking restrictions while 61st Street is an East-West roadway classified as a local street that is roughly 32 feet wide with no parking restrictions. See **Exhibit**.

STUDY

Staff has observed the area through a field visit to the area. The width of the curve is only 32' and may cause issues with blocked sight lines and conflicts if two vehicles enter the curve at the same time due to vehicle off tracking. Additionally, at the west end of the curve there is a hydrant located on the north of 61st street, which village ordinances prohibit parking within 15'.

Staff reviewed crash history (2010-2016 Village Data) and there were no records of reported crashes, however this does not include any near misses that may have occurred.

Lastly, the MUTCD has recommendations of minimum distance between parking and pedestrian crossings, which would justify the installation of the no parking signs and revision of the Village ordinance. The minimum distance exists to help create sight lines for vehicles to see pedestrians.

Staff does not have any issues with revising to prevent parking along the curve with boundaries defined by the requirements for the crossing to the south and the hydrant to the north.

RECOMMENDATION

Staff recommends the Transportation and Parking Commission forward a positive recommendation to the Village Council that the following be implemented:

- **INSTALL NO PARKING SIGNS ON THE CORNER OF 61ST STREET AND LYMAN AVENUE. REVISE VILLAGE ORDINANCES TO REFLECT THE PARKING REVISION.**

EXHIBIT 1 – FILE 3-17

61st Street at Lyman Avenue



PROPOSED NO
PARKING



Public Works Staff Report
File # 04-17
Mini Study 1

BACKGROUND

This item is being presented by staff in response to previous Transportation and Parking Commission meetings in reference to establishing intersection control. Locations are identified. See **Exhibit**.

STUDY

Staff has reviewed available data in GIS and confirmed with aerial photos in Google Earth the first three locations for counts to be taken. These are limited to the north part of the Village which is where the maintenance technicians are currently replacing

1. Oak Hill Court at Venard Road
2. Pomeroy Road at 35th Street
3. Williams Street at 39th Street

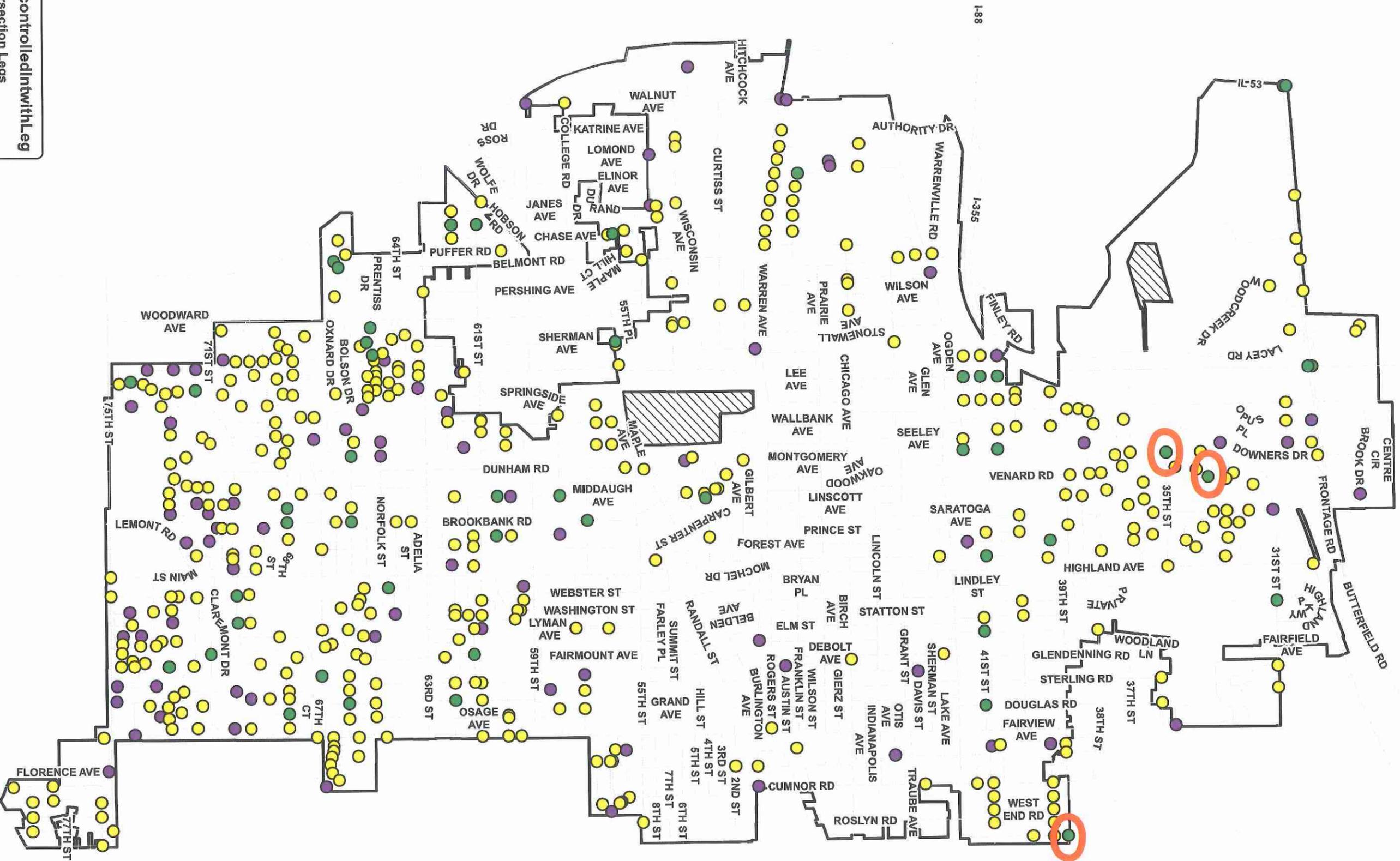
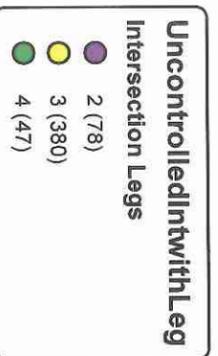
RECOMMENDATION

Staff requests input from the Transportation and Parking Commission.

- **STAFF WILL PROCEED WITH COUNTS AND CRASH HISTORY REVIEWS TO ESTABLISH REPORTS WITH RECOMMENDED INTERSECTION CONTROL IDENTIFIED.**

Village of Downers Grove

Uncontrolled Intersections



Public Works Staff Report
File # 05-17
Count Update

BACKGROUND

Staff completed the RFP for the Village yearly traffic counts and proposals are being accepted from February 3rd until February 17th at 10:00 am. The yearly count RFP was revised to include pedestrian counts which can be utilized based on previous requests from the Commission for locations such as at 61st Street at Plymouth.

STUDY

No additional information available at this time.

RECOMMENDATION

Staff recommends no action at this time:

- **STAFF WILL UPDATE COMMISSION AS PROPOSAL COME IN AND UPON SELECTION OF A CONSULTANT. STAFF WILL UPDATE THE COMMISSION AT THE TRANSPORTATION AND PARKING COMMISSION MEETING FOLLOWING SELECTION.**