



# MANAGER'S MEMO ITEM

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**ITEM:** CBD Parking Restriction Amendments

**WORKSHOP DATE:** December 14, 2004

**PREPARED BY:** David Barber, Director Public Works

**BID AMOUNT:** NA **ACCOUNT:** NA

**BUDGET AMOUNT:** NA

**PURPOSE:** To recommend approval of an Ordinance to amending No Parking restrictions on Washington Street, removal of the 5207 Main Street from the parking system and amending the CBD Employee Parking Permit requirements.

**BACKGROUND:**

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The Village Council recently approved a change on Washington Street between Maple Avenue and Curtiss Street adding a specific left turn lane into the Parking Deck. When this change was approved the appropriate changes to the Village Code for the No Parking restrictions in a few areas where the meters were removed was not included in the Ordinance with the other changes along this block. The changes included in the attached Ordinance amending Sections 14.98 and 14.105.07 add the appropriate language in the Village Code to include the No Parking areas along Washington Street. These areas are also removed from the Nine-Hour parking section of the Code from Section 14.110(d). These changes are found on pages 1, 2 and 3 of the attached Ordinance.

The Village's agreement for the use of the 5207 Main Street lot has expired and it is no longer a part of the Village's Parking System. The reference to this lot in Section 14.106 (Three-Hour Parking) of the Village Code needs to be removed. The attached Ordinance deletes the reference to the 5207 Main Street lot. This change is found on page 2 of the attached Ordinance.

During recent discussions with the Downtown Management Board (Property Owners Subcommittee) it became apparent that we needed to update our regulations relative to employee parking in the CBD. Our regulations dealt with the Overlay Parking whereby CBD employees could use their permits to park in vacant commuter spaces after 8:30 AM each weekday. The Village over time has added some areas in the downtown that are actually Employee Only areas and the Code did not fully address these areas. We also became aware that we needed to more closely monitor the issuance of CBD Employee permits and more rigorously verify employment when permits were being issued and again at least yearly to verify continued employment. The changes included on pages 4, 5 and 6 of the Ordinance help address the use of Employee Permits in the CBD. To help inform CBD employee parkers about the use of the Employee Permits staff has developed an information flier which we will issue to all CBD Employee Permit holders advising them of the requirements associated with the use of their employee permit and showing locations for CBD Employee Permit parking.

**ATTACHMENTS:**

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- Proposed Ordinance
- CBD Information Flier

**STAFF RECOMMENDATION:**

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Staff recommends Village Council approval of the attached Ordinance amending Chapter 14 of the Village Code relative to certain parking restriction in the CBD.

**REQUESTED COURSE OF ACTION:**

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Place this item on the December 21, 2004 Village Council Active Agenda for approval.

**AN ORDINANCE AMENDING CBD PARKING RESTRICTIONS**

BE IT ORDAINED by the Village Council of the Village of Downers Grove in DuPage County, Illinois, as follows: (Additions are indicated by [REDACTED]/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. For all purposes hereof, Village parking lots shall be designated as follows:

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

(2) Lot B shall mean the Village parking lot situated directly east of the Burlington Avenue station and bounded on the north by the Burlington-Northern, Inc., tracks and on the south by Burlington Avenue.

(3) 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.

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

(5) 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 four hundred sixty-five feet east of the east line of Washington Street.

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

(7) Lot H sometimes referred to as the Belmont Parking Lot, shall be the Village parking lot situated on the south side of the Burlington-Northern, Inc., tracks west of Belmont Road.

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

(9) Lot K shall be the Village parking lot situated on the southwest corner of the block bounded by Burlington Avenue, Washington Street, Curtiss Street and Main Street.

(10) 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.

(11) Lot M shall be the Village parking lot situated just west of the Village Hall bounded by the Burlington-Northern, Inc., tracks on the north.

(12) Lot R shall be the Village parking lot situated twenty (20) feet east of the Curtiss Lot.

(13) Lot Z shall be on the east side of Springside Avenue from a point 436 feet south of the south line of 63rd Street to a point 1,693 feet south of the south line of 63rd Street.

(14) The Curtiss Parking Lot shall be the Village parking lot situated in the block bounded by Main Street, Burlington Avenue, Washington Street and Curtiss Street.

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

(16) The Forest Parking Lot North shall be the Village parking lot situated in the block bounded by Main Street, Burlington Avenue, Forest Avenue and the Burlington-Northern, Inc. tracks.

(17) The Washington Street Parking Lot, shall be the Village parking lot situated in the block bounded by Curtiss Street, Washington Street, Maple Avenue and Main Street.

(18) 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, M and V, as posted.

(19) 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.

(20) 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".

~~(21) The 900 Burlington Lot shall mean the on-street parking spaces located along the south side of Burlington Avenue between Washington and the Curtiss parking lot entrance.~~

(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. (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 14.98 is hereby amended to read as follows:**

**14.98 No parking zones-Generally.**

No person shall park or let stand, any automobile, motor vehicle or other vehicle at any time in any of the following locations:

\* \* \*

~~Washington Street, on the west side from Maple Avenue to a point one hundred eighty-four feet north of Maple Avenue and from a point three hundred feet north of Maple Avenue to a point five hundred ten feet north of Maple Avenue~~  
~~point one hundred seventy feet south of the south line of Curtiss Street to the north line of Maple Avenue.~~

~~Washington Street on the east side, from a point one hundred thirty feet south of the south line of Curtiss Street to a point four hundred sixty-five feet south of the south line of Curtiss Street.~~

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**Section 3. That Section 14.105.07. is hereby amended to read as follows:**

**14.105.07. Same--Between 6:00 A.M. and 6:00 P.M., except on Sundays and holidays.**

Except on Sundays and holidays, no person shall park, stop or let stand any automobile, motor vehicle or other vehicle for more than two consecutive hours at any time between the hours of 6:00 A.M. and 6:00 P.M., local time, in any of the following locations, excluding those spaces designated as handicap parking under Section 14-108:

*Burlington Avenue*, on both sides, from Wilcox Avenue to a point one hundred sixty-five feet east of the east line of Fairview.

*Burlington Avenue*, on the south side, from Forest Avenue to Main Street, and from a point fifty-

one foot east of the east line of Main Street to a point three hundred feet west of the west line of Washington Street.

*Curtiss Street*, on the south side, from the east line of Forest Avenue to the west line of Main Street.

*Curtiss Street*, on the south side from a point one hundred thirty-five feet east of the east line of Main Street to a point four hundred sixty-five feet east of the east line of Main Street.

*Curtiss Street*, on the north side, from the east line of Forest Avenue to a point one hundred ninety-six feet east of the east line of Forest Avenue; from a point two hundred thirty-five feet east of the east line of Forest Avenue to the west line of Main Street; from a point ninety-three feet east of the east line of Main Street to a point two hundred seventy-eight feet east of the east line of Main Street; and from a point one hundred seventy-six feet west of the west line of Washington Street to a point two hundred twelve feet west of the west line of Washington Street.

*Forest Avenue*, on the east side, from the north line of Curtiss Street to a point one hundred six feet north of the north line of Curtiss Street.

*Forest Avenue*, on the east side, from the north line of Warren Avenue to a point two hundred fifty-seven feet north of the north line of Warren Avenue.

*Grove Street*, on the north side, from a point one hundred eighty-one feet west of the west line of Main Street to a point thirty-six feet west of the west line of Main Street; and from a point two hundred feet east of the east line of Carpenter Street to a point three hundred fifty-five feet east of the east line of Carpenter Street; and from a point four hundred nineteen feet east of the east line of Carpenter Street to a point five hundred twenty feet east of the east line of Carpenter Street; and from a point five hundred fifty-seven feet east of the east line of Carpenter Street to a point one hundred seventy-seven feet west of the west line of Main Street.

*Grove Street*, on the south side, from a point one hundred eight feet west of the west line of Main Street to a point twenty-two feet west of the west line of Main Street.

*Highland Avenue*, on the east side, from a point seventy feet north of the north line of Warren Avenue to the south line of Rogers Street.

*Main Street*, on the east side, from the north line of Maple Avenue to the south line of Burlington Avenue, and from the north line of Warren Avenue to a point three hundred six feet north of the north line of Warren Avenue, and from a point four hundred five feet north of the north line of Warren Avenue to a point five hundred sixty feet north of the north line of Warren Avenue.

*Main Street*, on the west side, from the north line of Maple Avenue to the north line of Grove Street, and from a point forty-eight feet north of the north line of Grove Street to a point five hundred sixty-eight feet north of the north line of Warren Avenue.

*Warren Avenue*, on the south side, from the west line of Saratoga Avenue to a point one hundred seventy-eight feet west of the west line of Forest Avenue.

*Warren Avenue*, on the north side, from a point seventy-eight feet west of the west line of Forest Avenue to a point one hundred ninety feet west of the west line of Forest Avenue, and from a point one hundred three feet east of the east line of Forest Avenue to a point thirty-seven feet west of the west line of Main Street; and from a point ninety-one feet west of the west line of Highland Avenue to a point four hundred thirty feet east of the east line of Highland Avenue.

*Washington Street*, on the east side, from the south line of Burlington Avenue to a point twenty feet north of the north line of Curtiss Street, and from the south line of Curtiss Street to a point ~~four hundred thirty-five~~ ~~one hundred thirty~~ feet south of the south line of Curtiss Street.

*Washington Street*, on the west side from Burlington Avenue to Curtiss Street ~~and from a point three hundred feet north of Maple Avenue to a point one hundred eighty-four feet north of Maple Avenue.~~

*Wilcox Avenue*, on both sides, from Burlington Avenue to Maple Avenue. (Ord. No. 1780, § 6; Ord. No. 3020, § 2; Ord. No. 3100, § 4; Ord. No. 3106, § 6; Ord. No. 3254, § 5.)

**Section 4. That Section 14.106. is hereby amended to read as follows:**

**14.106. Three-hour parking.**

CBD Parking

(a) No person shall park, stop or let stand for an uninterrupted period of more than three hours, any automobile, motor vehicle or other vehicle in any of the following locations:

*Curtiss Street*, on the south side, from the east line of Washington Street to the west line of Belden Avenue.

*Forest Lot South*, as posted.

*Gilbert Avenue*, on the north side, from a point two hundred ninety feet west of the west line of Forest Avenue to a point three hundred seventy-six feet west of the west line of Forest Avenue.

*Lot A*, the eastern portion, as posted.

*Main Street and Maple Avenue Lot*, as posted.

*Main Street*, on the east side, from the intersection of Main Street and Franklin Street, to a point five hundred sixty feet north of the north line of Warren Avenue.

*Main Street*, on the west side, from a point five hundred sixty-eight feet north of the north line of Warren Avenue to a point eight hundred fifty-nine feet north of the north line of Warren Avenue.

~~5207 Main Street Lot, as posted.~~

*Prince Street*, on the west side, from the north line of Sherman Street to a point 243 feet north of the north line of Sherman Street.

*Sherman Street*, on the south side, from Saratoga Avenue to Prince Street.

*Warren Avenue*, on the north side, from Washington Street to Prospect Avenue.

(b) It shall be unlawful for any person to park or let stand any vehicle in a parking space in any of the locations in paragraph (a) of this Section in such manner that the front of such vehicle is directed away from the curbing or not in accordance with the posted signage; provided, that the provisions of this subsection shall not apply to any parking space unless there shall be posted in conspicuous places in the vicinity of such parking space appropriate signs stating the restriction imposed by this subsection. (Ord. No. 646, § 1; Ord. No. 685, § 2; Ord. No. 688, § 1; Ord. No. 1809, § 7; Ord. No. 2987, § 1; Ord. No. 3346, § 5.)

**Section 5. That Section 14.110 is hereby amended to read as follows:**

**14.110 Parking meter zones established; parking regulations.**

(a) The following parking meter zones are hereby established within the village:

4-hour parking meter zones.

9-hour parking meter zones.

12-hour parking meter zones.

(b) In all parking meter zones, a parking space may be lawfully occupied by a vehicle only for the period of time for which lawful coins of the United States have been deposited in the parking meter designated for such parking space, computed in accordance with and subject to the maximum lawful parking time period set forth in the following schedule:

Parking Meter Area	Maximum Lawful Parking Time Period	For Each			
		1¢ Coin	5¢ Coin	10¢ Coin	25¢ Coin
9 hour	9 hour	None	None	None	1 hr
12 hour	12 hour	None	None	None	1 hr

(c) The following locations are hereby designated as four-hour parking meter zones:

Reserved.

(d) The following locations are hereby designated as nine-hour parking meter zones:

(1) The east side of Washington Street from Maple Avenue to a point ~~one hundred seventy-nine~~

~~feet north of the north line of Maple Avenue four hundred sixty five feet south of the south line of Curtiss Street.~~

(2) The west side of Washington Street from Curtiss Street to a point one hundred ~~twenty seven~~ feet south of ~~the south line of~~ Curtiss Street.

(e) The following locations are hereby designated as twelve-hour parking meter zones:

(1) That part of Lot I, fourteen feet north of the Burlington-Northern Tracks, from one hundred twenty feet west of the west line of Fairview Avenue to three hundred fifty-four feet west of the west line of Fairview Avenue.

(2) The north side of Burlington Avenue from a point two hundred thirty feet east of Florence Avenue to Cumnor Road and the south side of Burlington Avenue from a point twenty-two feet east of Florence Avenue to Cumnor Road.

(3) From a point one hundred seventy-three feet east of the east line of Fairview Avenue to a point three hundred seventeen feet east of the east line of Fairview, and from a point fifty feet north of the north line of Second Street to a point two hundred sixty-nine feet north of the north line of Second Street in Lot I; also the east twenty feet of the north two hundred twenty-five feet of the south two hundred eighty-two feet of Lot I.

(4) On the south side of Warren Avenue from a point four hundred sixty-five feet east of the east line of Washington Street to the west line of Prospect Avenue.

(5) The west side of Forest Avenue from the north line of Warren Avenue to a point one hundred fifty-one feet north of the north line of Warren Avenue and from a point two hundred ten feet north of the north line of Warren Avenue to a point two hundred seventy-two feet north of the north line of Warren Avenue.

(6) The west side of Washington Street from the south line of Burlington Avenue to a point thirty feet north of the north line of Curtiss Street.

(7) The north side of Warren Avenue from a point forty-four feet east of the east line of Saratoga Avenue to a point one hundred ninety feet west of the west line of Forest Avenue.

(8) The north side of Burlington Avenue from a point two hundred ninety-three feet east of the east line of Main Street to a point five hundred forty-seven feet east of the east line of Main Street.

(9) The south side of Burlington Avenue, from Chase Avenue to Walnut Avenue, excluding those spaces designated as handicapped parking under Section 14-108(a).

(10) The south side of Warren Avenue from a point sixty-six feet east of the east line of Belmont Road to a point four hundred one feet east of the east line of Belmont Road.

(11) The south side of Warren Avenue from Saratoga Avenue to a point 100 feet east of Linscott Avenue.

(12) Lot H, the south twenty feet.

(13) The west spaces on the center island of the Village Hall Parking Lot. (Ord. No. 1436, § 1; Ord. No. 1475, § 2; Ord. No. 1483, §§ 6, 7; Ord. No. 1488, §§ 5, 6; Ord. No. 1494, § 3; Ord. No. 1603, § 3; Ord. No. 1737, §§ 1, 6; Ord. No. 1795, § 7; Ord. No. 1803, § 4; Ord. No. 1821, § 1; Ord. No. 1855, § 1; Ord. No. 1882, § 4; Ord. No. 1885, § 2; Ord. No. 1908, § 1; Ord. No. 1912, § 6; Ord. No. 1931, § 1; Ord. No. 1947, § 1; Ord. No. 1989, § 4; Ord. No. 1995, § 1; Ord. No. 2000, § 1; Ord. No. 2027 § 2; Ord. No. 2028, § 5; Ord. No. 2044, § 1; Ord. No. 2072, § 2; Ord. No. 2102, § 2; Ord. No. 2130, § 3; Ord. No. 2142, § 4; Ord. No. 2157, § 1; Ord. No. 2166, § 3; Ord. No. 2231, §§ 4, 5, 6, 9; Ord. No. 2315, § 2; Ord. No. 2334, § 5; Ord. No. 2387, § 1; Ord. No. 2444, § 1; Ord. No. 2473, § 2; Ord. No. 2531, § 2; Ord. No. 2660, § 1; Ord. No. 2905, §§ 2, 3, 4; Ord. No. 2960, § 1; Ord. No. 3020, § 1; Ord. No. 3075, § 6; Ord. No. 3127, §§ 7, 8, 9; Ord. No. 3147, § 4; Ord. No. 3153, § 3; Ord. No. 3254, § 6; Ord. No. 3381, § 1.)

**Section 6. 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 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 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 Concentrated Central Area 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 Concentrated Central Area 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 Concentrated Central Area 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

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) 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 Concentrated Central Area 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, K, L, M, and R shall include Downers Grove residents only.

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

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

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

Rate class III: Lot A, lot B, lot C, lot D, lot F, lot K, lot L, and lot M, Forest lot North, 900 Burlington lot, the southwest portion of the Curtiss lot, 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 Z.

Rate class V: the Parking Deck.

(f) 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.

(g) Class III permits, also referred to as "overlay parking permits", shall be issued only to employees of businesses located in the Concentrated Central Area, 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 Concentrated Central Area employees who provide the following: (1) a current pay stub from a Concentrated Central Area employer; and (2) a written letter on letterhead from the Concentrated Central Area 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 Concentrated Central Area employee during the employee's working hours at the Concentrated Central Area 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. Such overlay parking permits shall be valid in lot A, lot B, lot C, lot D, lot F, lot K, lot L, and lot M Main Street and Maple Avenue lot from 8:30 a.m. to 6:00 p.m., Monday through Friday, and designated spaces in the Parking Deck from 8:30 a.m. to 6:00 p.m., Monday through Friday and in Forest lot North, 900 Burlington lot, the southwest portion of the Curtiss lot, a portion of the Main and Maple Avenue lot and any designated spaces in the Parking Deck from 8:30 a.m. to 6:00 p.m., Monday through Friday. After 6:00 p.m. Monday through Friday, all spaces are free.

(h) 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, K, L, M.

(i) 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. Such permits shall be sold only after 8:00 a.m. on the day the permit may validly be used. These one-day parking permits may be used in any Village permit parking lot or area, except that such permits shall not be used in permit parking Lots B, C, K, L, or the Parking Deck as defined herein.

(j) 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.)

**Section 7. That Section 14.125. is hereby amended to read as follows:**

**14.125. Violations.**

It shall be unlawful for any person:

(a) To park, stop or let stand any vehicle in any parking space or in any other area in any permit parking lot at any time between the hours of 6:00 A.M. and 3:00 P.M., local time, on any day, except Saturdays and Sundays, unless such vehicle shall have attached to the inside surface of the lower right-hand corner of the rear window thereof a currently valid permit sticker issued by the Village for such permit parking lot. Except that no person shall park, stop or let stand any vehicle in any parking space or in any other area in Lot R at anytime, on any day, unless such vehicle has attached to the inside surface of the lower right hand corner of the rear window thereof, a currently valid permit sticker issued by the Village for such permit parking lot. Alternative to a permit sticker, a currently valid Village-issued hang-tag permit shall be hung from the rear-view mirror of the vehicle where it is readily visible to an inspecting officer.

(b) To park or let stand any vehicle across or upon any marking designating a parking space in a permit parking lot; or

(c) To park or let stand any vehicle in a parking space in a permit parking lot in such manner that the front of such vehicle is directed away from the curbing or not in accordance with the posted signage; provided, that the provisions of this subsection shall not apply to any parking space unless there shall be posted in conspicuous places in the vicinity of such parking space appropriate signs stating the restriction imposed by this subsection.

The restriction imposed by subsection (a) of this section shall be inapplicable with respect to any metered parking space that may be established from time to time in any permit parking lot; provided, that the parking or standing of vehicles in any such metered parking space shall otherwise be subject to the restrictions imposed by other sections of this chapter for such metered parking space.

(d) To park or let stand any vehicle bearing a class III permit or hang tag, in a permit parking lot ~~except lot R, at any time prior to 8:30 A.M., local time, weekdays~~ ~~in violation of Section 14.123(g).~~

(e) To misuse any class III permit or hang tag as defined in Section 14.123(g).  
(Ord. No. 1542, § 4; Ord. No. 1757, § 1; Ord. No. 1820, § 3; Ord. No. 2745, § 45; Ord. No. 2906, § 2; Ord. No. 3118, § 17; Ord. No. 3275, § 4.)

**Section 5.** That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**Section 6** 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

## WHAT YOU NEED TO KNOW ABOUT YOUR EMPLOYEE PARKING PERMIT

Permit applications are available at Village Hall, 801 Burlington Avenue, during business hours, M-F, 8:00 a.m to 5:00 p.m. and Tuesdays until 7:00 p.m.

Permits are valid for a period of 3 months, corresponding to a calendar quarter, beginning with January-March. The permit is effective the first of the month of the new quarter.

The permit/hang tag must be properly displayed at all times while parked in the designated lots. Failure to properly display the permit may result in a citation.

A Central Business District employee may only use the permit during their scheduled work hours. **Use of this permit for commuter parking is prohibited.** Any violation may result in immediate forfeiture of the permit and the inability to apply for another permit for a period of ONE YEAR.

Permits shall be returned to the Village immediately if employment is terminated. A pro-rated refund will be issued, less a \$6.00 administrative fee.

Permits are not transferable to another person. The replacement cost for a lost permit is \$5.00.

## WHERE TO PARK

Your permit is valid, Monday through Friday, in the following locations:

Lots A, B, C, D, F, K, L and M from 8:30 a.m. to 3:00 p.m.

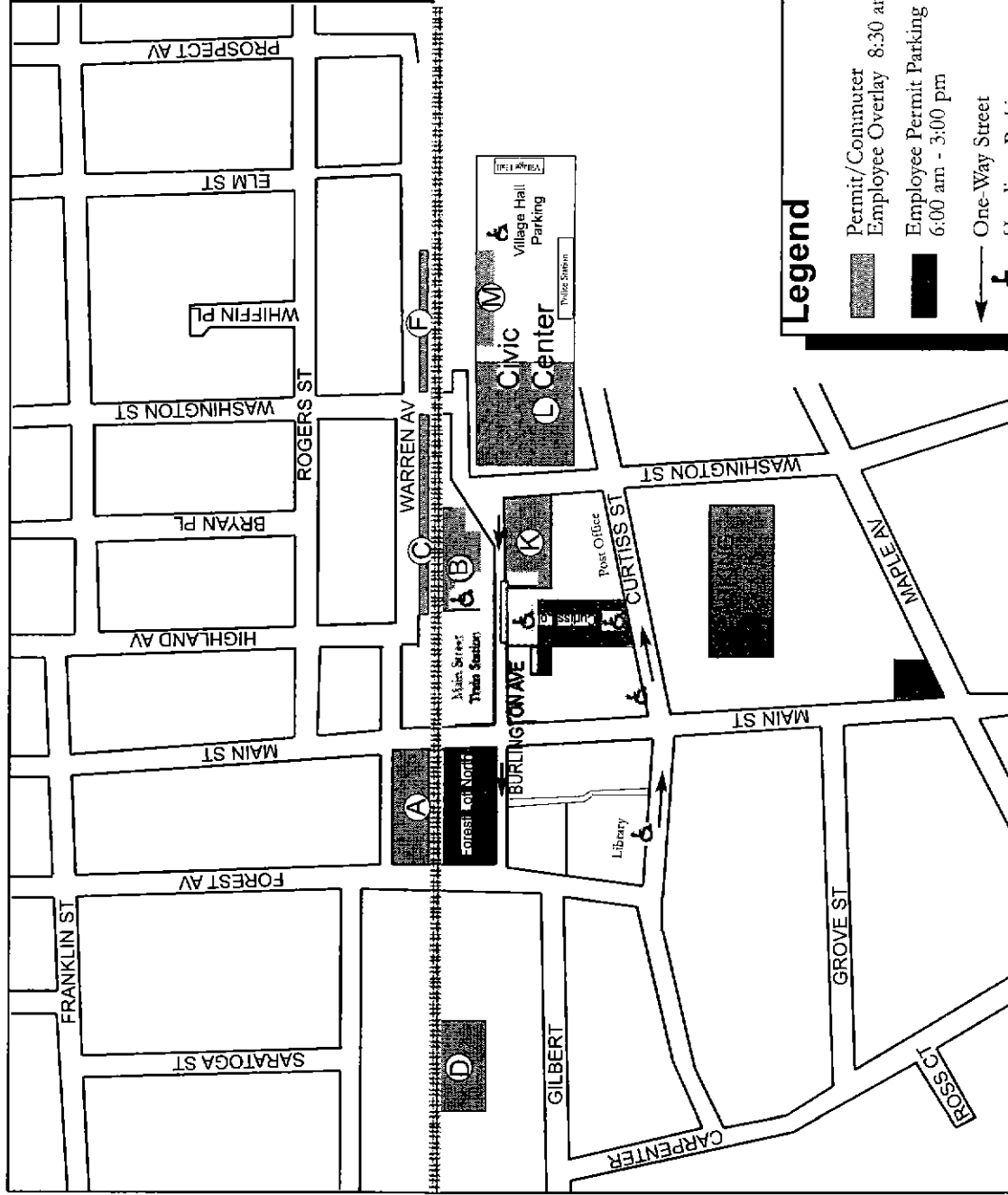
Forest Lot North, 900 Burlington, Curtiss Lot, and the Main and Maple Avenue lot. from 6:00 a.m. to 3:00 p.m.

The 4th and 5th floors of the Parking Deck from 6:00 a.m. to 3:00 p.m.

All permit spaces are free after 3:00 p.m., Monday through Friday, and all day Saturday and Sunday.



# EMPLOYEE PARKING MAP



## Permit Parking Lots

- A S.W. corner of Warren & Main
- B Burlington E. of Main
- C Warren W. of Washington
- D Gilbert Street
- F Warren E. of Washington
- G N.W. corner of Belmont & Burlington
- H S.W. corner of Belmont & Burlington
- I 2nd Street E. of Fairview and
- K N.W. corner of Fairview & Burlington
- L S.W. corner of Burlington & Washington
- M Village Hall Civic Center
- N.E. corner, Village Hall
- R Resident overnight parking

## CBD Parking

- Forest Lot N. N.E. corner of Forest & Burlington
- Grove Street Lot
- Curtiss Lot South of Burlington

**Legend**

- Permit/Commuter 8:30 am - 3:00 pm
- Employee Overlay 8:30 am - 3:00 pm
- Employee Permit Parking 6:00 am - 3:00 pm
- One-Way Street
- Handicap Parking

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