

**Minutes of the Transportation Commission Meeting held on Wednesday, November 14, 2007 at 7:00 p.m.** in the Second Floor Training Room at Village Hall, 1200 Wilmette Avenue, Wilmette, Illinois 60091.

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Members Present: Clayton Weaver, Chairperson  
Cathy Albrecht  
Jim Grosh  
Paul Chouinard  
Keith MacKenzie

Members Absent: Eileen Miller-Girson  
Mark Wagstaff

Staff Present: Brigitte Mayerhofer, P.E., Director of Engineering  
Linda Reilley, Engineering Assistant  
George Carpenter, Police Chief  
Don George, Parking Control Officer

Also Present: None

Chairman Weaver called the meeting to order at 7:02 p.m.

**1. Review of Minutes**

**Approval of the August 8 and September 19, 2007 meeting minutes.**

**Motion by: Commissioner Grosh**

**Second by: Commissioner Albrecht**

**Action: Approved by unanimous voice vote.**

**2. Discussion of Changing Parking Regulations**

- At the Commission's request, the purpose of this agenda item is to discuss possible changes to the Village Code related to reversing existing parking regulations for overnight and resident permit parking.
- Ms Mayerhofer explained the existing Village Code authorizes the Transportation Commission to approve changes to parking regulations provided the requirements in Chapter 13 (attached) are met. Resident permit parking can be considered if 67-percent of the affected households sign a petition and overnight parking can be considered if 50-percent of the affected parties sign a petition. There is currently no mechanism in the Village Code to allow the Transportation Commission to reverse, change or modify permit parking or overnight restrictions that were approved by previous Commissions.
- Chair Weaver asked how changes in time restrictions are managed, to which Ms. Mayerhofer explained they are reviewed and administered by staff. Staff also sends out a public notification of the change to the affected parties.

- Commissioner Chouinard asked if this discussion could apply to temporary construction workers. Ms. Mayerhofer explained that the Village Board approved a site maintenance ordinance which requires a plan for where construction vehicles will park.
- Commissioner Mackenzie asked if there are other Village Code provisions that guide parking changes. Ms. Reilley stated that the Police Chief and the Village Engineer can sign areas as no parking if there are street width limitations as referenced in the Village Code. Chief Carpenter indicated this is rarely done without a petition from the residents.
- The Commission discussed the existing parking regulations in the 700 and 800 block of Park Avenue. The parking restrictions were made when Pioneer Press impacted the parking in the neighborhood. The Commission and staff agree that the ability to initiate changes to existing parking regulations is important when there are changing circumstances within a neighborhood that make the previous restrictions no longer applicable.
- The Commission reviewed the request for no overnight parking on 17<sup>th</sup> Street, north of Lake Avenue. The area is surrounded by no parking overnight and therefore a hardship is created for both the block that submitted the petition and the residents who have no other options available to them. Commissioner MacKenzie suggested the Village Code already allows for staff to make changes. Staff's collective opinion was that they have never initiated an overnight parking reversal without a resident petition.
- The Commission discussed the public relations aspect of reversing or changing parking regulations that are not supported by the residents of the block. Ms. Mayerhofer suggested an appeal process may be necessary if the residents want to contest the change. Commissioner Weaver suggested Municipal Services as an interim step prior to appealing to the full Village Board.
- Commissioner Albrecht suggested that many times residents believe a change is going to be worse than it is, so a follow up review process should be considered.
- Commissioner Grosh suggested that the Village needs a Village-wide parking policy.
- Parking Enforcement Officer George presented another example of a change in land use which is the National Louis conversion to residential homes along Sheridan Road and Maple Avenue. The Commission thought this would be an appropriate location to review the permit parking restrictions in the surrounding neighborhood, which are no longer needed because the College has left the neighborhood.
- Commissioner Grosh asked if there is a mechanism to follow up on parking changes made by the Commission. Chief Carpenter stated that he asks his enforcement staff to ensure the changes are working.
- Chair Weaver suggested that he does not believe the Commission will initiate changes unless they are brought to the Commission's attention through the petition process. Commissioner Albrecht said she thought the National Louis situation is an example of an opportunity to make changes without a petition. Ms. Mayerhofer noted this may be a case where staff believes it would make parking enforcement easier if the restrictions that no longer apply were lifted.

- The Commission discussed and offered the following responses to the discussion points outlined in the agenda materials:
- **What triggers a change to the existing parking restriction? (Change in land use, business turnover, etc)** The Commission asked that the Code be broad enough so that any change in existing conditions can trigger a parking review by the Commission. They asked that specific conditions such as land use changes, to create consistency, change in business, public interest and to relieve a hardship be specifically listed as possible reasons for a review.
- **Who can initiate a change to the existing regulation? (Staff, the Commission or both)** The Commission stated that either staff or the Commission can request a review of existing parking regulations.
- **Will there be a notification process and if so, what is the notification area?** The Commission asked that the voting area be expanded beyond just the one block radius currently required under the existing code. A 250-foot radius, which is similar to zoning cases, was suggested.
- **Will the residents affected by the proposed parking change be given an opportunity to vote on the change or will the Commission have the final say?** The Commission indicated it will vote for the change. They also discussed an appeal process for the residents if they are not happy with the parking change. The Commission suggested the need for a supermajority vote to reverse, repeal or change parking regulations.
- A draft ordinance related to parking regulations will be prepared by staff and Corporation Counsel and provided to the Transportation Commission for review at a future meeting. The final ordinance will be presented to the Village Board for ratification.

#### 4. **Old Business / Pending Matters / Next Meeting**

- Chief Carpenter provided statistics on the reduction of traffic accidents on Lake Avenue and Green Bay Road. He also informed the Commission of the resident surveys collected by the Police Department, the "Alive at 25" campaign and senior driver issues.
- Ms. Mayerhofer updated the Commission on the 2008 budget and the discussions of the Administration Commission related to consolidating Boards and Commissions.
- The next meeting is scheduled for December 12, 2007.

The meeting adjourned at 9:04 p.m.

Minutes respectfully submitted by Brigitte Mayerhofer.