

**MINUTES
VILLAGE OF HINSDALE
ZONING AND PUBLIC SAFETY COMMITTEE
MONDAY, JULY 28, 2014
MEMORIAL HALL
7:30 p.m.**

Present: Chairman Saigh, Trustee Haarlow, Trustee Angelo, Trustee Elder

Absent: None

Also Present: Robert McGinnis, Director of Community Development/Building Commissioner, Brad Bloom, Police Chief, Rick Ronovsky, Fire Chief

Chairman Saigh called the meeting to order at 7:30 p.m. and summarized the agenda.

Minutes – June 2014

Trustee Elder moved to approve the minutes as written for the June 23, 2014 meeting. Second by Trustee Haarlow. Motion passed unanimously.

Monthly Reports – April 2014

Fire Department

Chief Ronovsky highlighted that emergency responses were up slightly in July as compared to the previous three year averages. In addition, it was noted that our Fire Investigators were busy assisting other communities with determining the cause and origin of several fires in other towns.

Police Department

Chief Bloom reported that over the last weekend the Commission on Law Enforcement Accreditation (CALEA) held a hearing to review our application for reaccreditation and review the report from the CALEA assessment team that was here to verify compliance back in April 2014. Chief Bloom stated that the Police Department was unanimously approved for reaccreditation by the CALEA Commission. Chief Bloom described the accreditation process and Committee members praised the Police Departments efforts in achieving reaccreditation.

Community Development

Robert McGinnis limited his comments to any questions the Trustees had on the monthly report.

Request for Board Action

Approve an Ordinance Approving Site Plans and Exterior Appearance Plans for the Exterior Modifications and Façade Improvements at 907 N. Elm Street

Chairman Saigh introduced the item and asked the applicant to provide background on the request.

Jack George, the attorney working on behalf of Med Properties, stated that they were requesting approval to make modifications to the exterior of the building including an entry canopy, drop off area and parking lot improvements, and some landscaping.

Bill Dvorak provided some additional detail on the request and introduced Steve Saunders, the architect, who went over the site plans and building elevations.

Mike Trepedi, the landscape architect, went over the landscape plans for the site and described some of the changes being proposed. He also discussed the toll that the Emerald Ash Borer had taken on the existing tree stock at the site.

Chairman Saigh asked if the drop off area should be memorialized in the ordinance. Sean Gascoigne responded that it would be shown on the site plan but that we could also reference it in the report as well.

Chairman Saigh asked about the principal uses of the buildings and if these would be used solely for medical uses. Bill Dvorak responded that although they would be primarily a medical campus, there would be other complimentary uses there as well.

Trustee Elder made a motion to Approve an Ordinance Approving Site Plans and Exterior Appearance Plans for the Exterior Modifications and Façade Improvements at 907 N. Elm Street. Second by Trustee Angelo. Motion passed unanimously.

Approve an Ordinance Approving Site Plans and Exterior Appearance Plans for Façade Improvements at 54 S. Washington Street

Chairman Saigh introduced the item and Sean Gascoigne provided background on the request. He stated that this was a rebranding and change of color of the existing awnings at the Einstein Bagel space. He added that this was unanimously approved at Plan Commission.

Trustee Angelo made a motion to Approve an Ordinance Approving Site Plans and Exterior Appearance Plans for Façade Improvements at 54 S. Washington Street. Second by Trustee Elder. Motion passed unanimously.

Approve an Ordinance Approving Site Plans and Exterior Appearance Plans for a Façade Improvements at 112 S. Washington

Chairman Saigh introduced the item and asked if anyone was present to speak on the request.

The operator, Glen Gardner, provided background on the request and stated that he noted a typo on the elevation. He stated that the awning was supposed to have a 2'

pitch and not a 2" pitch. That this would not work and would hold water and snow rather than shedding it.

Chairman Saigh asked if this was something that was major enough to send back to Plan Commission. Sean Gascoigne added that this was entirely up to the Trustees.

Chairman Saigh asked that revised elevations be provided for the Board.

Chairman Saigh stated that a temporary winter vestibule was used in the past by the prior tenant and asked if there was an intention to continue to maintain this as part of this request. Robert McGinnis stated that that he would have to research the original approving ordinance for it, as it did not meet code and encroached the Public Way. He added that in any case this would be handled as a separate request.

Trustee Elder made a motion to Approve an Ordinance Approving Site Plans and Exterior Appearance Plans for a Façade Improvements at 112 S. Washington subject to the receipt of revised elevations. Second by Trustee Angelo.

Approve an Ordinance Approving a Special Use Permit for a Personal Training/Fitness Facility at the Property Located at 230 E. Ogden

Chairman Saigh introduced the item and asked Pete Coules, the attorney speaking on behalf of the owner, to provide background on the request.

Pete Coules provided background on what happened at Plan Commission and why there was one dissenting vote and what steps were taken in order to address the concerns of that Commissioner.

He stated that the operator had committed to install an 8' stockade fence along the south lot line in addition to prohibiting any parking in the southernmost parking row from 6-8AM.

He stated that there were 47 spaces there now and that parking would not be a problem.

He stated that the studio would be soundproofed.

Trustee Angelo commented that because this was a Special Use and not a Permitted Use, that there was an expectation that the operator would be a good neighbor and do what they needed to to meet that bar.

Pete Coules stated that anyone taking advantage of the early morning classes would get an email reminder to not use the last row of parking.

Trustee Haarlow asked for confirmation that the fence would be replaced and not repaired. Mr. Coules confirmed this.

Trustee Haarlow made a motion to Approve an Ordinance Approving a Special Use Permit for a Personal Training/Fitness Facility at the Property Located at 230 E. Ogden. Second by Trustee Angelo. Motion passed unanimously.

Recommend the Village Board Enter into an Agreement with ME Simpson Company to Conduct Fire Hydrant Flow Testing Through December 31, 2017 at a Cost of \$43 Per Fire Hydrant

Chairman Saigh introduced this item; Chief Ronovsky explained that the Fire Department began a Fire Hydrant Testing Program this year with part of that program to include flow testing 25% of the fire hydrants in the Village. This program includes flow testing 25% of the Village fire hydrants each year for four years to achieve 100% of the flow testing requirements. In conjunction with Public Services, we are scheduling to begin flow testing this fall.

The Fire Department recommended that the Village have an outside service conduct the flow testing as this is the most efficient way to complete this part of the program. Chairman Saigh asked if this is part of the Village's infrastructure. Chief Ronovsky indicated that this is part of the Village's water distribution system. Making sure that our water system is fully operational is a key part.

Trustee Elder asked if there are checks and balances to make sure that the flow testing is achieving the desired results. Chief Ronovsky stated that the recommend service agency works with the Fire Department and Public Services to make sure flow testing is done with the results being electronically reported to us as well as documented on paper. Any deficiencies or repairs are completed by our Public Services.

Trustee Angelo made the motion to recommend entering into an agreement as stated above. Trustee Elder seconded. Motion passed unanimously.

Other Business

Discussion on Bracing/Shoring Plan Requirement for Historic Home Renovations

Chairman Saigh introduced this item and asked Robert McGinnis to provide some background.

Robert McGinnis stated that this issue came up at the Historic Preservation Commission as a result of the accident at 206 N. Washington and that staff had subsequently come up with a proposal that would force some additional oversight in cases of extensive renovation if in the event something of this magnitude ever came up again.

He stated that under this proposal the Building Official would have the discretion to decide when a project met the definition of "extensive renovation". In these cases, an Illinois licensed Structural Engineer would be required to prepare a bracing and shoring plan and a third party would be required to inspect and sign off on it once it was in place.

He stated that he had attached concerns raised by Jean Follett over this proposal and stated that he understood those concerns.

Trustee Elder stated that he had concerns over the fact that “extensive renovation” was not defined. Robert McGinnis responded that he did not know how to try and define it and that he understood concerns over leaving it open-ended and up to the discretion of the Building Official.

Trustee Angelo stated that he agreed with the concerns raised by Jean Follett on this. He stated that the code is silent on this for good reason, that this was a one-off, and that although well intentioned, that this is regulatory overreach. That it happened once and was an accident.

Trustee Elder stated that he did not feel this was overly burdensome and that in the overall scope of a project, the extra cost would not dissuade someone from moving forward with a project. He stated that not defining when it could be invoked was a concern.

Trustee Haarlow stated that he agreed with Trustee Elder, but was ok with leaving it up to the Building Official, though he was somewhat agnostic as to whether this would actually be of benefit. He stated that a lot of people went to a lot of effort to try and make that project work and that it didn't due to this reason, and that he did not see the harm in this additional regulation.

Chairman Saigh stated that he was with both his colleagues as well as Jean Follett and did not generally favor more regulation, but did feel that in this instance there was discretion that he could live with on the part of the Building Commissioner having this discretionary authority.

He cited several examples where a structural engineer should have been retained, where they were involved, and the successful outcomes in those cases.

Robert McGinnis stated that he would spend some more time on this and bring it back at a future meeting.

Discussion on the Implementation of the CMAP Parking Study Recommendations

Chief Bloom and Tim Scott reviewed a memo prepared for the ZPS Committee that followed up upon the Chicago Metropolitan Agency for Planning (CMAP) parking study recommendations presented to the Village Board on July 7, 2014, Chief Bloom and Tim Scott reviewed steps toward implementing some of the recommendations based on the direction that they received from the Board following CMAP's presentation and follow-up Board discussion.

Simplified Parking Maps: Staff has been working with CMAP to develop new, simplified parking maps for employees and shoppers. We will have finalized maps for review at the next ZPS meeting.

Escalating Fee Schedule: The CMAP study recommended an escalating fee schedule where the longer someone was parked the more it would cost. Staff supported this recommendation theorizing that escalating fees would deter commuters from parking in spaces that accommodate longer durations. In working to further develop this concept Staff has found implementation costly and enforcement time consuming due to the fact that vehicles would have to be tracked by license plate. For example, if an employee parked in a space for two hours and paid a lower rate they could simply move their car to a different space and take advantage of the initial two-hour fee rather than the escalating fee purchased for four hours. Therefore, at this time, Staff is recommending a static fee per hour.

Parking Meter Duration: The CMAP study recommended offering longer duration parking options. Currently, the highest demand parking meters have a two-hour maximum limit. Staff recommends a six- hour maximum limit. The six-hour limit would dissuade commuters from using metered spots and still offer extended parking time for shoppers and diners.

Parking Pay Box in the Garfield Lot: Currently, the Garfield Lot contains 42 parking spaces, each individually metered with a maximum parking duration of two hours. We had budgeted \$45,000 to install a gate controlled parking lot, but upon further research have found that gate systems can be problematic. We are therefore recommending that a pay-by-space parking box be used. This would require that parking meters be removed and parking spaces individually numbered. We contacted our current pay box vendor and were quoted a price of \$9,950 (coin and card) or \$11,750 (coin, card and bill). As with our other pay boxes, "WebOffice" online monitoring has an on-going cost of \$960 annually. Maintenance cost for the first year is included and thereafter is \$840 annually. Therefore, the total first year cost would be \$12,710 and thereafter the total annual cost would be \$1,800. Additional expenses will be incurred in providing a unique parking space number to each pay box space. A pay box could be delivered and installed by September 1, 2014 following approval.

Additional Employee Free Parking: The CMAP study cited a lack of free employee parking permits for the eastern half of the Central Business District. Staff is currently evaluating and monitoring the use of approximately 15 diagonal spaces located on the south side of Symonds Drive just east of Park Street for conversion to free parking spaces (purple parking permit). We will finalize recommendations for the next ZPS meeting.

Parking App: The CMAP study recommended that shoppers have the option of purchasing parking through the use of a smart phone application rather than using the pay box and adding time on a metered spot. We are also looking for additional functionality, which could include sending a text message when time is expiring or

perhaps alerting a prospective shopper to available parking spaces. We currently allow the use of a parking app in our Highland, West Hinsdale and Chestnut Commuter lots. Approximately 40% of the daily pay box users utilize this parking app, which carries a \$0.75 service fee per transaction (of which the Village receives \$0.375). Increased consumer acceptance and use of the parking app could result in the need for less pay boxes. We will finalize recommendations for the next ZPS meeting.

Setting the Initial Fee: Our current fee per hour is \$0.25. In staff discussions with CMAP, and taking into consideration the cost of a merchant parking permit (\$180 per six months or \$1.32 per day permits are required), we recommend starting with a fee of \$1.00 per hour and allowing purchases in 15-minute increments (\$0.25).

Setting the Initial Fine: The current fine for a meter violation is \$5.00, and the first meter violation is a warning. Currently, a meter with a duration longer than nine hours carries a fine of \$25. Staff is recommending a fine of \$25 dollars be implemented in the Garfield Lot only and that the practice of a first violation warning be continued.

On-going Monitoring of Parking: Staff plans on closely monitoring the use of the Garfield Lot before and after the implementation of the pay box and new fee schedule. It will be important for us to track where users park following implementation.

Segregation of Increased Meter Fees: The CMAP study recommended that meter fees collected resulting from the increased fee structure be segregated and put back into the Central Business District. Staff supports this concept and believes that the increased fees will be more widely accepted by shoppers if not viewed as a way to increase Village revenues. Staff is looking for direction as to how to proceed. Would the ZPS Committee like staff, the Economic Development Commission or the Finance Commission to develop this concept and make recommendations to the ZPS Committee?

Chief Bloom and Tim Scott stated that the purpose of the CMAP study was to determine best practices for managing our current parking supply. The CMAP study identified that 15%-30% of the cars using the most in demand on-street metered parking spaces are employees. Higher parking fees coupled with increased fines will dissuade employees from parking at metered spots and encourage them to find long term, less expensive solutions that include free permit parking and merchant permits.

Chief Bloom stated that staff will carefully evaluate each component change implemented in the Garfield Lot and review that applicability and functionality in a wider application if it proves successful. Staff believes that implementing an increased fee and fine structure for the Garfield Lot will not result in increased employee demand for permits and that employees will simply relocate to adjacent parking meters that have the current fee and fine structure. However, the proposed changes in the Garfield Lot will allow shoppers to stay longer, gain familiarity with the use of the pay box and parking apps, and increase the likelihood that a shopper may be able to find an available parking space in a designated area.

The purchase of the pay box can be completed under the Village Manager's authority and the temporary parking changes can be implemented on a temporary basis for a 90-day period.

Chief Bloom stated that staff will continue to work through the recommendations made within the CMAP study each month. The Committee discussed the recommendations and provided direction to move forward with these recommendations. The Committee directed staff to put together a plan to segregate the additional meter revenues and to seek input from the EDC and Finance Committee before bringing the recommendation back to the ZPS Committee. The consensus of the Committee was to move forward with the pay box purchase under the Village Manager's authority and implement the proposed changes on a temporary basis while the changes are being evaluated.

Adjournment

With no further business to come before the Committee, Chairman Saigh asked for a motion to adjourn. Trustee Elder made the motion. Second by Trustee Angelo. Meeting adjourned at 9:00PM.

Respectfully Submitted,

Robert McGinnis, MCP
Director of Community Development/Building Commissioner