

APPROVED

URBANA TRAFFIC COMMISSION

Tuesday, February 1, 2000

MEMBERS PRESENT:

Carolyn Kearns, City Council Member  
Joe Smith, Assistant City Engineer  
Eddie Adair, Chief of Police

OTHERS PRESENT:

Jim Kelly, Operations Manager  
Shawn Crowley, Parking Enforcement  
Jim Hayes, Council Member, Ward 3

**Additions to the Agenda:**

There were two additions:

Discussion of the parking on Michigan Avenue, south of the Urbana Middle School.

Discussion of the installation of No Parking from 2 - 6 a.m. signs in parking lot #40 and in the parking lot at the corner of Mathews Avenue and Nevada Avenue.

Meeting began at 4:00 p.m.

**Approval of Minutes:**

Joe Smith moved to approve the minutes. Eddie Adair seconded the motion. The Commission voted 3-0 to approve the minutes of January 2000.

**Item #1 - Discussion of loading zone at Northgate Shopping Center, 1502 North Cunningham Avenue.**

Carolyn Kearns explained concerns expressed by Mr. Davis of T and J's Laundromat. She said that Mr. Davis asked the Commission to install a 5-minute loading zone in front of his business. Ms. Kearns stated that there was a fire lane along the front of the building.

Shawn Crowley stated that the Police Department received a letter from the owners of the property requesting enforcement of the fire lane.

Joe Smith said that the parking lot was private property so the Commission could not designate loading zones in the lot. He expressed concern about placing a loading zone in an area, which had already been designated as a fire lane.

Jim Hayes stated that both the Laundromat and the Sherwin-Williams Paint Store have customers who need to load and unload.

Ms. Crowley stated that she would instruct parking enforcement to be aware of customers who were loading and unloading in front of these businesses before issuing tickets.

**Item #2 - Discussion of parking in Goose Alley.**

Carolyn Kearns explained the parking situation in Goose Alley. She stated that the Commissioners visited the area.

Joe Smith stated that vehicles could not park on the sidewalk in the alley. He added that vehicles temporarily parked to unload were not a problem.

Carolyn Kearns stated that employees from the bakery were observed to double park their vehicles and block the alley.

Joe Smith suggested no ticketing until renovation was complete on a building in the alley.

Carolyn Kearns mentioned that Ms. Yates from Round Table Media had mentioned that she would talk to Pat Pioletti about renting space in other lots near their business.

Joe Smith stated that Mr. Pioletti had mentioned the rationale for determining which lots would have meters and which would have rentals based upon the results of the downtown parking study. Mr. Smith added that Ms. Yates might not be able to rent spaces in certain lots in the downtown area, which have been designated as metered spaces.

Shawn Crowley suggested that employees could park in the shuttle lot to reduce congestion in the alley.

Carolyn Kearns agreed with Mr. Smith that Parking Enforcement not ticket vehicles until after renovation was complete unless the vehicles block the alley. She suggested that the item be revisited at a later date if necessary.

**Item #3 - Discussion of the installation of no parking signs on Birch Street across from the driveway for 402 West High Street.**

Carolyn Kearns explained the request for the installation of no parking signs on Birch Street across from the driveway for 402 West High Street. Ms. Kearns talked to the resident who was concerned about vehicles using the alley and the driveway maneuvering around vehicles parked along the opposite side of the street.

Joe Smith asked what impact the restriction would have for those who park in that area.

Carolyn Kearns mentioned that there was a no parking from here to corner restriction in that area.

Joe Smith suggested looking at the situation and discussing this item at the March Traffic Commission meeting.

Carolyn Kearns asked Shawn Crowley to monitor the area to determine if there are any vehicles that regularly park in that area. She asked that the vehicle owners be notified about the next meeting so they may have input. She stated that she would contact Mr. Dalbey to inform him of the action of the commission.

**Item #4 - Discussion of parking on Michigan Avenue, south of Urbana Middle School.**

Shawn Crowley discussed traffic concerns around the Urbana Middle School in the afternoon before and immediately following dismissal. She stated that vehicles were parked on both sides of Michigan Avenue and on Vine Street (even where parking was prohibited). She added that when she asked motorists to move their vehicles, they refused.

Joe Smith stated that traffic was more of a problem in the afternoon than in the morning when parents are leaving students at school. He added that the problem would be eliminated when the street was widened and the new parking lot was constructed on the north end of the campus.

Jim Kelly asked the commission to discuss the issue with the school district.

Chief Adair stated that he would send a letter to Mr. Perlman asking Mr. Perlman to contact the Police Department when his driveway was blocked.

Carolyn Kearns asked Joe Smith to contact the Safety Advisory Committee to discuss this item at their next meeting. She suggested that the school ask parents of the Urbana Middle School students not to block driveways when waiting for students.

**Item #5 - Discussion of the installation of No Parking from 2 - 6 a.m. signs in parking lot #40 and in the parking lot at the corner of Mathews Avenue and Nevada Avenue.**

Jim Kelly requested parking restrictions in the parking lots for maintenance purposes. He stated that since the City had acquired the parking lots, the lots were never empty, making snow removal impossible. He asked the parking restrictions to be consistent with the restrictions on the streets around the lots.

Discussion followed.

Jim Kelly stated that he would contact Jim Trail to determine whether restrictions were in those lots before the City acquired them.

The item will be discussed at the March Traffic Commission meeting.

Discussion followed regarding previous Traffic Commission items.

**Item #6 - Discussion of STEP report.**

Chief Adair discussed the STEP report for January and a six-month report (see attached reports).

Meeting adjourned 5:00 p.m.

The next meeting will be on Tuesday, March 7, 2000 at 4:00 p.m.

Respectfully submitted,  
Barbara Stiehl  
Recording Secretary