



Agenda
Village of Arlington Heights
Bicycle and Pedestrian Advisory Commission
Hanson Room

Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
June 16, 2016
7:30 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes of February 18, 2016
- B. Minutes of April 21, 2016

IV. REPORTS

- A. Chairman's Report

V. OLD BUSINESS

- A. Discussion on Walking Wayfinding Signage for Downtown District
- B. Review Bike Arlington Ride for 2016
- C. Review of Commuter Class
- D. Review of Staff comments for Temporary Bike Parking Ordinance

VI. NEW BUSINESS

- A. Discussion on articles that encourage business development through active transportation planning and infrastructure

VII. OTHER BUSINESS

VIII. ADJOURNMENT

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(Voice), (847)368-5980 (Fax) or drobb@vah.com.



Item: Minutes of February 18, 2016

Department: Engineering

ATTACHMENTS:

Description

Minutes of February 18, 2016

Type

Minutes

***Minutes of the Arlington Heights Bicycle and Pedestrian Advisory Commission
Thursday, February 18, 2016 in the Hanson Room at Village Hall***

COMMISSION MEMBERS IN ATTENDANCE:

Peter Szabo, Chairman
Dr. Michael Bagby D.C.
James K. Daley
Paul Danko
Juergen Juffa
Alan Medsker
Michael Walczak

MEMBERS ABSENT:

STAFF PRESENT:

Briget Schwab, Engineering Liaison, VAH

OTHERS PRESENT:

RESIDENTS IN ATTENDANCE:

CALL TO ORDER:

A quorum being present, P. Szabo called the meeting to order at 7:35 p.m.

APPROVAL OF MINUTES:

J. Juffa moved to approve the Minutes of the Bicycle Advisory Commission Meeting from January 28, 2016. M. Bagby seconded the motion and it carried unanimously.

CHAIRMAN'S REPORT:

- P. Szabo sent the revised Temporary Bicycle Parking Ordinance to B. Schwab to distribute this morning (2/18/16). B. Schwab informed BPAC that after reviewing the January 28, 2016 meeting minutes she realized the Temporary Bicycle Parking Ordinance was never approved by the BPAC even though the changes were discussed at great lengths. Therefore, B. Schwab added the action item to approve the Temporary Bicycle Parking Ordinance and Memo to Staff to the February meeting.
- P. Szabo met with Arlington Heights Memorial Library and set a date for the Bike Arlington ride.

OLD BUSINESS:

- P. Szabo reviewed the Temporary Bike Parking Ordinance and Memo to Staff.
 - o M. Walczak asked if the visuals were still planned to be included. B. Schwab showed various photos that were taken a few years ago at the time when the new businesses had followed the original Bike Parking Ordinance. B. Schwab suggested getting updated photos prior to going to the Ordinance Review Committee.
 - o J. Juffa wanted to know if the language was included that the Ordinance applies to change in use, not just new business. B. Schwab stated the motion to include that language was carried at the December 15, 2015 meeting. P. Szabo added the language into Section 11.8.
 - o B. Schwab stated that the spreadsheet provided by Planning in 2013 showing proposed new business and required bike racks under the original Bike Parking

Ordinance should be reviewed by BPAC to make sure the bike rack requirements haven't changed with the updated Temporary Bike Parking ordinance.

- o A. Medsker noticed there was a note to the Commission how to include Medical Center in the subject Ordinance. After brief discussion, BPAC decided it was best to follow the same recommendation as the Medical Office and base requirement on square footage, and Section 8.8.2 Medical Center was added to the Temporary Bike Parking Ordinance.
- o B. Schwab stated that how the Ordinance is to be enforced is supposed to be included in the memo. How it will be enforced will be determined by Staff and B. Schwab will provide the statement for P. Szabo to include in the memo. The Ordinance Review Committee (ORC) also wanted to know what the usage versus required bike parking spaces is, and they wanted to know what the aesthetic impact of the bike racks would be on businesses, so pictures and the spreadsheet should be included. ORC also wanted a follow up with Skokie to see how businesses and the community have responded to ordinance. P. Szabo will follow up.

J. Juffa moved for the Bicycle and Pedestrian Advisory Commission adopt a draft of the Temporary Bike Parking Ordinance after the following two amendments have been made:

1. A new Section 11.8 be inserted and include the language from the motion carried from the December 15, 2015 meeting to include businesses with zoning changes.

2. Strike existing language from 11.8.2 under Medical Center and insert the following language: 1 TBP for each 6000 SQ FT of floor space with minimum of 2TBP. M. Bagby seconded the motion and it carried unanimously.

J. Juffa moved to approve the Memo to Staff after amendments have been made by Staff and Chairman of the Commission to answer the open questions as discussed. P. Danko seconded the motion and it carried unanimously.

- P. Szabo reported to BPAC that Discover Arlington currently has a map located in the old newspaper vending machines. The map includes locations of downtown businesses which P. Szabo thinks would be a useful tool to aid the BPAC with the wayfinding signage and pointed out that the map lists all restaurants by name.
- P. Szabo presented Wayfinding Signage Proposal to BPAC which is titled "Park and Walk" which was proposed by J. Juffa.
 - o P. Szabo discussed possible infrastructure changes such as eliminating the parking lane along Vail Avenue to accommodate wider sidewalk along Vail Avenue. P. Szabo stated this would provide a more pedestrian friendly atmosphere while creating more space for outdoor dining for restaurants. P. Szabo stated a wayfinding signage program itself won't promote walking alone, that creating a pedestrian friendly atmosphere with infrastructure changes would encourage more walking and naturally direct people to the parking garages.
 - o B. Schwab inquired if the proposal is only using existing kiosks, or proposing to use new kiosks. P. Szabo stated the plan is to use the existing kiosks, but there is a need for some new kiosks in key locations.
 - o J. Juffa stated he would like to identify the problem the wayfinding signage is trying solve before moving forward. B. Schwab stated the direction received was to have wayfinding signage at the parking garages. P. Szabo and J. Juffa commented that finding parking is a common complaint, but parking garages often have spots available. Additionally, P. Szabo stated encouraging people to park in the garages and walk to their destination solves the parking complaints, encourages active lifestyles, and gets people walking past store fronts they might otherwise drive by.

All BPAC agreed that key kiosks locations should be at the parking garages which would encourage walking to the end destinations.

- o The proposal includes amending the maps that Discover Arlington produced to include the walking routes. The walking routes would also include average walking times to the various destinations. P. Szabo also discussed the possibility of a walkshed map instead of routes. BPAC also discussed including QR codes on the wayfinding signage or kiosks that would call up a survey so BPAC could get feedback on how much the signs were being used. J. Juffa would like some feedback and would like it presented as an initial work output from BPAC.

A. Medsker moved to approve the Wayfinding Signage Proposal to the Village Manager for comment and feedback. M. Bagby seconded the motion and it carried unanimously.

- o B. Schwab informed the BPAC that CMAP is currently unable to hire outside consultants because of the State budgetary issues. Therefore, a lot of the projects that were being handled by consultants are now being handled in-house and CMAP has reshuffled the projects, and all projects are behind. John O'Neal is planning to have the Draft Plan report to his boss for review by the end of February.

NEW BUSINESS:

- P. Szabo reported he met with Jennifer and Sydney from the Arlington Heights Memorial Library to share the bike ride route.
 - o The proposed date for the ride is May 21st with the rain date being June 11th. The ride would start between 9-9:30am at North School Park. The long ride would be approximately 13 miles and the short ride is approximately 4 miles.
 - o P. Szabo reviewed the route with the BPAC.
 - o P. Szabo plans to contact all neighborhood associations that the ride passes through to promote the ride and to inform the associations that the ride is going through their neighborhoods.
 - o P. Szabo is planning to arrange a Basic Bike Mechanics Class in advance of the ride. P. Szabo is looking to have a bike mechanic come out to teach riders basics such checking tire pressure, checking brakes, etc. before going out for a ride.
 - o The Arlington Heights Memorial Library will arrange guided pre-ride yoga or stretching and they will also provide refreshments.
 - o North School Park Use Application requires two names for contacts and J. Juffa volunteered to have his name also placed on application.
 - o M. Bagby offered to help with stretching before ride.
- P. Szabo is planning to contact Colleen Engel from Special Events Commission to have a ride in conjunction with Autumn Harvest. P. Szabo inquired if BPAC should host a third ride. J. Juffa stated it would depend on the budget for a third ride. P. Szabo will look into if Special Events Commission was planning to cover the cost for the ride with Autumn Harvest.
- J. Juffa announced he is teaching a How to Commute to Work by Bike class at the Arlington Heights library. P. Szabo stated he can provide rain gear and other equipment for the class presentation if needed.
- B. Schwab announced that the Dundee Road and Kennicott Avenue IDOT Intersection project was awarded and will begin in the spring. The sidepath is currently designed to narrow to a sidewalk at the Lexus Dealership entrance due to utility conflicts, but the Engineering Department is attempting to work with the Dealership to come up with an alternate plan to maintain the sidepath width through the entrance.
- The next meeting is tentatively scheduled for Thursday, March 31, 2016.

ADJOURNMENT:

- **A. Medsker moved to adjourn the meeting. M. Bagby seconded the motion and the meeting adjourned at 9:23 PM.**

APPROVED:

Chairman

Date

Secretary

Date

DRAFT



Item: Minutes of April 21, 2016

Department: Engineering

ATTACHMENTS:

Description

Minutes of April 21, 2016

Type

Minutes

***Minutes of the Arlington Heights Bicycle and Pedestrian Advisory Commission
Thursday, April 21, 2016 in the Hanson Room at Village Hall***

COMMISSION MEMBERS IN ATTENDANCE:

Peter Szabo, Chairman
Dr. Michael Bagby D.C.
Paul Danko
Juergen Juffa
Alan Medsker
Michael Walczak

MEMBERS ABSENT:

STAFF PRESENT:

Briget Schwab, Engineering Liaison, VAH

OTHERS PRESENT:

RESIDENTS IN ATTENDANCE:

CALL TO ORDER:

A quorum being present, P. Szabo called the meeting to order at 7:36 p.m.

CHAIRMAN'S REPORT:

- P. Szabo reported that with the Special Events Committee and Park District agreed that Saturday, May 28th, would work for Bike Arlington Heights.

OLD BUSINESS:

- B. Schwab stated that the Temporary Bike Parking Ordinance Memo needed to come back to the BPAC for approval because the memo received after the last meeting had additional changes and information that was not discussed at the February 28, 2016 meeting.
- P. Szabo stated he also wanted to bring the Temporary Bike Parking Ordinance (TBPO) back to BPAC because after more consideration he thinks the TPBO should reference a design manual for bike parking.
 - P. Szabo presented five different bike parking design manuals the BPAC can choose to reference in the Ordinance.
 - J. Juffa asked for clarification on the previous direction and if it was to steer away from specific requirements on bike racks. B. Schwab stated Staff did not want to include a specific type or brand of rack into the Ordinance. That if a business decided they wanted to have a decorative rack, that they should be allowed to install the rack of their choice provided it meets the minimum bike parking requirements. P. Szabo explained that the bike parking manuals also provides guidance on spacing and sizing for bike racks.
 - B. Schwab advised going with a nationally recognized organization reference manual as opposed to the City of Chicago design manual.
 - BPAC discussed all manuals and agreed that the Association of Pedestrian and Bicycle Professionals manual was most appropriate.

J. Juffa moved to include language that references the current version of the Association of Pedestrian and Bicycle Professionals (APBP) Bike Parking Guidelines handbook into the Temporary Bike Parking Ordinance. A. Medsker seconded the motion and it carried unanimously.

- P. Szabo also made some additional changes to the Temporary Bike Parking Ordinance which include:
 - Section for Wholesale Storage and Production, the header had been left off, it is now included.
 - BPAC discussed adding dormitories and elder housing, but Szabo did not include because he felt it is included under sororities, fraternities, and nursing homes, respectively.
 - P. Danko requested that a format change be made for the “other uses” paragraph on page 5. P. Danko does not think it is clear that the “other uses” listed in this paragraph is specific to other uses only in the downtown district. J. Juffa also agreed that the paragraph is confusing. P. Szabo stated he emulated the vehicle parking ordinance format, so P. Szabo would like to stick with the format to stay consistent. B. Schwab suggested adding “other uses in the downtown district” and unbold the wording so it doesn’t stand apart from the downtown district section.

J. Juffa moved to approve the draft of the Temporary Bike Parking Ordinance as projected.

M. Walczak seconded the motion and it carried unanimously.

- P. Szabo presented the revised Memo to Staff for the Temporary Bike Parking Ordinance.
 - P. Danko requested to add “and other community destinations” to the second paragraph which defines the purpose of the ordinance. BPAC members all agreed to the addition.

J. Juffa moved to approve the Memo to Staff for the Temporary Bike Parking Ordinance as projected. A. Medsker seconded the motion and it carried unanimously.

- P. Szabo presented the Bike Arlington route. P. Szabo made changes to the route because the originally presented route was closer to 12 miles and P. Szabo wanted to stick with 15 miles. The short loop is approximately 4.2 miles.
 - J. Juffa asked if the short loop had all controlled crossings. P. Szabo stated that it did.
 - P. Danko asked why the ride crosses Arlington Heights Road twice. P. Szabo replied that the underpass is too small to bring the large group through, but the ride can at least go past the underpass so riders know that it is there for their future use.
 - Library will handle refreshments and is working on the artwork and printing for posters to publicize the ride. P. Szabo requested help publicizing the ride through school groups, PTAs, church groups, neighborhood associations, etc. P. Szabo currently has contact information for Sherwood and Scarsdale neighborhood associations. P. Szabo will also send an e-mail blast through the Village Cycle bike shop.
 - P. Szabo will send B. Schwab a blurb about the ride for the Village website.
 - P. Szabo is hoping to have a successful ride and get over 220 riders in attendance.
 - M. Bagby asked how the riders were going to be released. P. Szabo said feedback from the Police Department was to not release in small groups because the same cops help at all crossings, so it is better for the riders to stay in larger closer groups.
 - P. Szabo will be leading the Mechanical 201 course in advance of the ride from 8:00-8:45 am to teach riders basic bike mechanics.
 - Stretching and yoga will be lead in advance of the ride.

M. Walczak moved to approve the bike route for the 15 mile Bike Arlington ride scheduled for May 28, 2016. M. Bagby seconded the motion and it carried unanimously.

- J. Juffa will present a Commuter Course 101 for biking to work at the Arlington Heights Memorial Library on Saturday, May 14th at 2PM.

- J. Juffa requested BPAC members send him any common questions or excuses they may have heard when it comes to commuting by bike to work.
- M. Walczak suggested that Gin Kilgore from the League of Illinois Bicyclist may be able to offer insight for women commuting to work.
- B. Schwab provided an update to BPAC regarding feedback from the Wayfinding Signage Memo that was sent to the Village Manager for comment and review. The Village Manager recommended that B. Schwab work with the Planning Department to review the proposal. B. Schwab met with Derek Mach from the Planning Department and the following feedback was provided:
 - The existing wayfinding signage was established years ago with a Committee that included a member from Public Works, Planning, and Engineering. Planner Mach indicated a lot of discussion and thought went into the location of the wayfinding signage and that BPAC should consider utilizing the same poles for the pedestrian wayfinding signage to minimize clutter.
 - Work with the existing infrastructure by adding signs to existing poles.
 - If new signs are required, then match the existing signs.
 - Planner Mach provided cost estimates for kiosks and a map of the existing kiosks and signs that also show the parking garages.
 - Planner Mach also provided several examples of wayfinding signage and maps that have been used in surrounding communities. One example was Elgin's wayfinding signage.
 - Once BPAC has a more concrete plan with identified locations for all wayfinding signs, the Planning Department will further review the plan and provide more feedback.

NEW BUSINESS:

- P. Szabo will e-mail articles pertaining to agenda item encouraging business development through active transportation planning and infrastructure to all BPAC members. M. Walczak stated he had an interesting article that he would e-mail to P. Szabo. P. Szabo will forward this agenda item to the next meeting after everyone has had a chance to read the articles.
- P. Szabo asked that information on cycling or walking events in Arlington Heights be sent to B. Schwab to post on the Village website.
- M. Walczak reported that he had a meeting at IDOT with Director of Engineering, Jim Massarelli and Staff Engineer, Nanci Julius for the Kensington Road resurfacing project.
- The project is proposing a sidepath and a pedestrian flashing beacon at Windsor.
- P. Szabo requested that the multi-use path on the north side of Nichols Park have a wider sidewalk extending down Kennicott Avenue to Whiting. B. Schwab will look into when Whiting will be completed and the feasibility of incorporating the requested changes.
- M. Bagby requested assistance for the children bike helmet giveaway on May 21st.
- P. Szabo announced that the pre-ride for the Arlington 500 is on May 21st and the actual ride is on May 22nd.
- M. Walczak announced that the Des Plaines City Council just approved funding to study the S-curve on Northwest Highway.
- The next meeting is tentatively scheduled for Thursday, May 19, 2016.

ADJOURNMENT:

- **A. Medsker moved to adjourn the meeting. M. Walczak seconded the motion and the meeting adjourned at 9:22 PM.**

APPROVED:

Chairman

Date

Secretary

Date

DRAFT