



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

Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
January 28, 2016
7:30 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes of 12/1/2015
- B. Minutes of 10/29/2015

IV. REPORTS

V. OLD BUSINESS

- A. Bicycle Parking Ordinance
- B. Wayfinding Signage

VI. NEW BUSINESS

VII. OTHER BUSINESS

VIII. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact David Robb, Disability Services Coordinator, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, (847)368-5793 (Voice), (847)368-5980 (Fax) or drobb@vah.com.



Item: Minutes of 12/1/2015

Department: Village Clerk

Minutes of 12/1/2015

ATTACHMENTS:

Description

12 1 15

Type

Minutes

***Minutes of the Arlington Heights Bicycle and Pedestrian Advisory Commission
Tuesday, December 1, 2015 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

MEMBERS ABSENT:

Michael Walczak

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 7:39 p.m.

APPROVAL OF MINUTES:

**J. Juffa moved to approve the Minutes of the Bicycle Advisory Commission Meeting
September 21, 2015 with the following revisions:**

- Page 1 last line – change ‘priories’ to ‘priorities’,
- page 2 line 11 from “met with” to “spoke with the”

A. Medsker seconded the motion and it carried unanimously.

CHAIRMAN’S REPORT:

- P. Szabo contacted M. Walczak after last meeting to get regional names for best practices on recommending bicycle parking, but has not heard back.

OLD BUSINESS:

- P. Szabo presented a document from the American Planning Association that sites Schaumburg’s bike parking Ordinance which bases their car parking on square footage and number of usage. Schaumburg does not currently have schools in their bike parking regulations. J. Juffa asked if the proposed bike parking Ordinance has the schools included. B. Schwab stated the existing Ordinance does not include schools, but at the last meeting the BPAC wanted to include schools, so there were no exceptions.
- P. Szabo has been in contact with District 25 and 259 Facilities Manager, but has not heard back on the bike rack usage. P. Szabo will perform in person counts if he does not hear back at this time. However, P. Szabo isn’t sure that getting current bike parking or usage would give clear guidelines and proposes that BPAC determines their own guidelines. Additionally, motor vehicle parking guidelines wouldn’t necessarily apply because elementary school children would not be driving. P. Szabo stated that there is potential for new Montessori schools and smaller preschools to be developed and it is important to have a guideline for that type of development, so does not think leaving

schools out of the Ordinance, as originally proposed, should be an option. P. Szabo proposed a baseline for schools with over 100 students would require two bike parking spaces per classroom. Schools with 99 or less students should have a minimum ten bike parking spaces. J. Juffa stated this would be less than 10% of children biking and seemed reasonable.

- P. Szabo wants rezoned developments to be included in the Ordinance instead of just making it required for new developments. P. Danko asked if the original proposed Ordinance did not require rezoned or change in use, or was it removed. P. Szabo explained that it was removed during the first review. B. Schwab stated it was removed during Staff review. A. Medsker inquired if car parking requirements change if a property is rezoned. B. Schwab responded that she was under the impression it does, but would need to check with the Planning Department to confirm. BPAC feels it is reasonable to request bike parking requirements to be included in a change in use or rezoning triggers car parking requirement

J. Juffa moved to have the draft Bicycle Parking Ordinance include language that if there is a change in use for a development that would require a re-evaluation of automobile parking requirements, than bicycle parking requirements would also be applicable as indicated in the bicycle parking Ordinance. M. Bagby seconded the motion and the motion carried unanimously.

- P. Szabo also requested a vote to add school requirements as previously discussed. P. Danko stated he would prefer to defer to the school representatives for their recommendations. P. Szabo reviewed his correspondence over the past few months and has not gotten the information that was requested. P. Szabo is still waiting for response and is thinking that the Holidays may be why he hasn't heard back yet.

J. Juffa moved to table the BPAC recommending a baseline for bike parking at schools until the next meeting to see if more information is obtained from the schools. M. Bagby seconded the motion and the motion carried unanimously.

- P. Szabo started the discussion on the wayfinding signs for the downtown areas. J. Juffa asked what areas the BPAC was to focus on and wasn't sure if they should put business and restaurant names on the signs. P. Szabo stated that stating specific restaurants and businesses was not a good idea. J. Juffa agreed sticking to government buildings and parks, and generalizations (i.e. shopping center, restaurants) would be a manageable task. BPAC discussed possible wording for locations without specifically naming restaurants.
- P. Szabo mapped out a proposed pedestrian network with proposed location for kiosks with maps and wayfinding signs. P. Szabo also proposed that final destination have signage that point back to downtown. J. Juffa asked if signage should be expanded throughout town or just downtown. B. Schwab recommended starting the signage in the downtown area. BPAC discussed potential corridors to direct pedestrian traffic, to the entire town isn't blanketed in signs.
- Prior to presenting the locations and signage plan to the Village Board P. Szabo would like to have the following decisions made by BPAC:
 - Determine and established radius that would be considered walkable,
 - Determine motivating factor to encourage residents to walk – calories burned, distance, etc.,
 - Determine design and style of the signage.
- P. Szabo inquired if the Village has a marketing team, or if BPAC is able to hire a consultant to help with the design of the signage. B. Schwab stated that the Village does not have the resources and the Village Board was looking at this as project to be completed by the BPAC. B. Schwab recommended coming to the next meeting with ideas, sign styles, and sketches

that BPAC did like and it may be possible to have one the staff members from Engineering Department assist with the execution of the design for the wayfinding signage.

- P. Szabo inquired about the status of the curb cuts at the pedestrian underpass on Davis Street. B. Schwab explained that she did look into the inquiry, but was informed that the lightpole and median were intentionally placed at that location to block cyclist from coming out from under the underpass because motorists would not have enough time to react. P. Szabo would still like to see curb cuts installed, so it could be like an on/off ramp in the direction of travel so cyclists do not have to dismount.

NEW BUSINESS:

- P. Szabo presented about cyclists counts using the Ride Report application. P. Szabo spoke with the founder and they are currently in the beta phase with an application that tracks people's movements around the city. There is also a separate cyclist counter program that can be purchased. The application can be used by city planners to assist and find out where people are going on their bike and how to plan routes. However, the founder of the program informed P. Szabo that they are currently having problems with the software and is not available. P. Szabo informed the BPAC cyclists counts would need to be done manually.
- P. Szabo received an e-mail from Jennifer at the Arlington Heights Memorial Library (AHML) and they are interested in the partnering with BPAC to host another ride and to offer another bicycle safety training course. P. Szabo asked if J. Juffa would be able to teach the commuter bike safety course and J. Juffa agreed. P. Szabo also informed AHML about the National Bike to Work challenge and encouraged AHML to participate. P. Szabo already created a team for Bike Arlington under the Active Transportation website. P. Szabo is hoping to promote the National Bike to Work Challenge in tandem with AHML.
- M. Bagby brought the issue up that Police and Fire blocked the bike lane along Sigwalt Street during the Fire Open House. P. Szabo also stated that when the Municipal Garage was closed there was barricade blocking the bike lane, so he moved the barricade. B. Schwab stated she will inform Staff, so they are more mindful of blocking the bike line.
- B. Schwab informed BPAC that Trevor Dick resigned from CMAP.
- The next meeting is tentatively scheduled for Thursday, January 28, 2016.

ADJOURNMENT:

- **J. Juffa moved to adjourn the meeting. M. Bagby seconded the motion and the meeting adjourned at 9:37 PM.**

APPROVED:

_____	_____
Chairman	Date
_____	_____
Secretary	Date



Item: Minutes of 10/29/2015

Department: Village Clerk

Minutes of 10/29/2015

ATTACHMENTS:

Description

10 29 15

Type

Minutes

***Minutes of the Arlington Heights Bicycle and Pedestrian Advisory Commission
Thursday, October 29, 2015 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

MEMBERS ABSENT:

Michael Walczak

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 July 7, 2015. M. Bagby seconded the motion. P. Danko abstained since he was absent from the meeting and the motion was carried.

CHAIRMAN'S REPORT:

- P. Szabo contacted CMAP for an update on the report, but John O'Neal was on vacation. B. Schwab informed P. Szabo that CMAP was still sifting through the BPAC comment, and they would be following up once J. O'Neal was back from vacation.
- P. Szabo attended the IDOT Open House which is a meeting that informs the general public about upcoming projects and the Fiscal Year 2016 budget. IDOT is planning to resurface Northwest Highway through Arlington Heights.

OLD BUSINESS:

- P. Szabo reviewed the proposed Bike Parking Ordinance as it was submitted in 2011 which utilizes a percentage of car parking requirements to determine bike parking requirements.
 - P. Szabo would like to revisit how the bike parking requirements are presented in the bike parking Ordinance. P. Szabo recommends emulating the existing car parking Ordinance, but make it specific to bike parking. Bike parking would still be calculated using the formulas mentioned in the original bike parking

Ordinance, but car parking would not be mentioned in the bike parking Ordinance. For example, instead of saying “5% of car parking” the Ordinance would read “One temporary bicycle parking space for every 10 residence units”. P. Szabo went through the Ordinance and updated all of the language accordingly. P. Szabo thinks changing the language would be beneficial because the way it is currently written if automobile parking requirements were to change, than bike parking would also be required to change and that may not be necessary. Additionally, P. Szabo is concerned that business owners would try and fight the Ordinance based on existing locations that may not have the equivalent bike parking to car parking spaces. Furthermore, P. Szabo stated it is very clear and concise on how bike parking should be applied for each business type. J. Juffa was concerned it was making the Ordinance too complicated with too much detail. B. Schwab stated this version would help clearly answer some of the questions raised by the Ordinance Review Committee (ORC) on how the Ordinance should be applied to specific business types. J. Juffa was in favor of the revised version of the Ordinance emulating existing Ordinances in the Village Code. A. Medsker was concerned that the Ordinance was getting too complicated and did not think it was necessary to answer the questions raised by the ORC on the Ordinance, but the BPAC should be prepared to answer them.

- o P. Szabo stated that BPAC could go through the revised version and decide if the applied formula makes sense for each particular business and make adjustments if necessary, but in most cases the result is the minimum of two bike parking spaces. B. Schwab stressed the importance if the requirements don’t match up to the formula than the BPAC should have the back up to support why the change was made.
- o P. Szabo made another change that specifically states ‘temporary’ bike parking, so spots are not used for permanent bike parking or storage.
- o M. Bagby asked about bike storage at condos and apartment complexes. P. Szabo stated that this Ordinance was specifically for temporary bike parking.
- o M. Bagby asked if there was any research stating how much revenue one bike parking space generates for a business. P. Szabo said he has looked into it and has not found a local example, but is still searching and given all improvements in the City of Chicago P. Szabo is hoping a study will come out soon.
- o The BPAC went through each business type and what the requirements would be based on the formula. J. Juffa suggested BPAC collect more data from schools before making a suggestion for schools. P. Szabo will follow up with schools to confirm current bike parking usage.
- o J. Juffa will review and make changes to the preface to the Ordinance that M. Walczak previously prepared.
- P. Szabo would like to revisit the Abandoned Bike Parking Ordinance. J. Juffa asked to move the item to the next meeting since the meeting was already at two hours.

NEW BUSINESS:

- B. Schwab presented proposed wayfinding signage that was requested by one of the Village Trustees to have installed in the downtown district. The wayfinding signage that was given as an example includes the amount of calories burned and an equivalent food item for that calorie.
 - o P. Szabo likes the idea of encouraging people to walk.

- o General feedback from the BPAC was they did not like the color sign that was presented, they were unsure of how to include the calories, but they did like promoting walking over driving.
 - o P. Szabo requested that all BPAC members think of destinations that are walkable from the downtown area and possible pedestrian networks for the next meeting.
- The next meeting is tentatively scheduled for Tuesday, December 1, 2015.

ADJOURNMENT:

- **J. Juffa moved to adjourn the meeting. M. Bagby seconded the motion and the meeting adjourned at 9:37 PM.**

APPROVED:

_____	_____
Chairman	Date
_____	_____
Secretary	Date