

VILLAGE OF
FRANKFORT
EST • 1855

LAND USE AND POLICY COMMITTEE MINUTES
FEBRUARY 12, 2020

CALL TO ORDER

Chair Keith Ogle called the meeting of the Land Use and Policy Committee meeting to order at 9:15 P.M. on Wednesday, February 12, 2020, at the Village Administration Building, 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

Land Use and Policy Committee members present included Mayor Jim Holland, Trustees Adam Borrelli, John Clavio, Margaret Farina, Keith Ogle, Jessica Petrow, and Gene Savaria; Stacy Bond, Michael DiMaggio, and Cindy Heath. Staff in attendance included Village Administrator Rob Piscia, Asst. Administrator Jeff Cook, Police Chief John Burica, Deputy Chief Will Dowding, Asst. Director of Development Services Zach Brown, and Administrative Assistant Theresa Cork. Others in attendance included Jim McFarland, Bert Behnke, Dawn Shields, Paul DiCosola, and Deborah Hardwick. Members Brian Samuels and Paul Slade were absent.

APPROVAL OF MINUTES (January 8, 2020)

Trustee Savaria made a motion (#1), seconded by Trustee Clavio, to approve the minutes of the Land Use and Policy Committee meeting of January 8, 2020, as presented. The motion was unanimously approved.

IMPLEMENTATION OPTIONS FOR TIMED PARKING: HISTORIC BUSINESS DISTRICT

Deputy Chief Dowding provided a brief overview of previous discussions held by the Traffic Advisory Committee and Land Use & Policy Committee about enacting timed parking restrictions in the downtown area. He then presented a proposed parking plan for committee consideration, which included the removal of the “1 Hour Parking – 9:00 AM to 6:00 PM” signage on Ash Street and enacting timed parking restrictions in the following downtown Historic District locations:

- “3-Hour Parking – 8:00 AM – 8:00 PM” on Kansas Street between White Street and Oak Street;
- “3-Hour Parking – 8:00 AM – 8:00 PM” on Oak Street between Nebraska and Elwood;
- “3-Hour Parking – 8:00 AM – 8:00 PM” on Ash Street between Nebraska and Kansas Street; and
- “3-Hour Parking – 8:00 AM – 8:00 PM” Breidert Green Parking Lot

Deputy Chief Dowding noted the current designated “20 Minute Parking – 9:00 AM to 6:00 PM” signage on Ash Street and White Street would remain. He provided the following table summarizing personnel and equipment costs related to each option.

Options	Initial Cost	Annual Cost	Net Result
#1 Signs / No Enforcement	35 signs@ \$60 per unit. Initial Cost: (\$2,100)	\$0	Low compliance / High complaint / Low labor cost
#2 Signs / Enforcement	35 signs @ \$60/sign Initial Cost: (\$2,100)	\$45,000 for (3) CSO	Labor intensive / Potential for complaint due to human error / High annual cost
#3 Signs / LPR w/Moderate Enforcement	35 signs @ \$60/sign \$34,000-49,000 per LPR (Cost range due to system configuration) Estimated Initial Cost: (\$36,100-\$51,100)	\$444 computer access; 1 CSO @ 15,000	High initial cost/ High compliance rate/ moderate labor cost
#4 Signs / Kiosk/No Enforcement	35 signs@ \$60/sign; \$9,000 per kiosk (5 needed) Estimated Initial Cost: (\$47,100)	\$200 per kiosk; Annual Cost: (\$1,000)	Low labor cost/unknown compliance/high initial cost/low annual cost
#5 Signs / Kiosk / Enforcement	35 signs @ \$60/sign \$9,000 per kiosk (5 needed) Estimated Initial Cost: (\$47,100)	\$200 per kiosk / 2 CSO’s @ \$30k Total Annual Cost: (\$31,000)	High initial cost / High compliance / High labor cost
#6 Signs / Kiosk / LPR	35 signs @ \$60/sign \$34,000-49,000 per LPR (Cost range due to system configuration) Estimated Initial Cost: (\$36,100-\$51,100) Estimated Initial Cost: (\$111,000)	\$200 per kiosk / \$444 for computer access: 1 CSO @ \$15,000 Total Annual Cost: (\$16,444)	High initial cost / High compliance / High labor cost

Committee members discussed the proposed parking concepts and the personnel and equipment costs associated with the various concepts at length. Discussion ensued among committee and audience members regarding the benefits and drawbacks of the proposed parking limitations.

It was suggested to contact the Frankfort Chamber of Commerce and FHBA requesting them to write a letter to the downtown business owners asking for their help to have employees park in one of the peripheral parking lots so that the prime street parking and the Breidert Green parking lot be reserved for customers.

Following discussion, by a show of hands, it was the consensus of the majority for staff to present to the public the proposed map with Option #3, which includes the purchase of a license plate recognition system and approximately 35 signs for the implementation of “3-Hour Parking – 8:00 AM to 8:00 PM,” seven days per week, in the downtown Historic District as presented.

UNINCORPORATED AREAS 60-ACRES OR LESS – INFORMATION UPDATE

As a follow-up to the discussion held at the previous Land Use & Policy Committee meeting held in January, Asst. Administrator Cook provided a map identifying unincorporated areas measuring 60-acres or less and surrounded by the Village of Frankfort corporate limits, as provided by Illinois statute (65 ILCS 5/7-1-13). He advised the law permits voluntary or involuntary annexation of the areas identified on the map, subject to applicable procedures. He noted all other contiguous unincorporated parcels could be annexed on a voluntary basis, provided no municipal boundary agreement prohibits their connection.

OTHER BUSINESS

Asst. Administrator Cook provided a handout of before/after photos of proposed SAC/AT&T Small Cell 5G equipment on a utility pole. He commented on current requirements and informed members the permit is expected for release. Trustee Farina commented some communities are looking to ban 5G antennas.

PUBLIC COMMENTS

There were no comments from the public.

ADJOURNMENT

Hearing no further business, Trustee Borrelli made a motion (#2), seconded by Trustee Clavio, to adjourn the Land Use and Policy Committee meeting of February 12, 2020, at 10:43 P.M. The motion was unanimously approved.