MINUTES OF A REGULAR MEETING
OF THE CITY OF PEORIA
TRAFFIC COMMISSION

MARCH 17, 2009

A Regular Meeting of the City of Peoria's Traffic Commission convened at 3:30 p.m. on Tuesday, March 17, 2009, at City Hall, Room 404, 419 Fulton Street, Peoria, Illinois, and was called to order by Chairman Pat Sullivan.

CALL TO ORDER

Call to Order showed the following Traffic Commission Members in attendance: Chairman Pat Sullivan, Commissioner Mary Jane Crowell, Commissioner Steve Van Winkle, Commissioner Curphy Smith, Commissioner Brandon Lott, Commissioner Annette Mills and Commissioner Thomas Harrington (arrived at 3:33 pm) – 7. Absent: Commissioner John Haverhals and Commissioner Joe Hudson – 2.

Others in attendance included Jeffrey Smith, City Engineer; Nick Stoffer, Traffic Design Engineer; Roger Sparks, Advocate for the Mayor's Advisory Council for the Disabled; Members of the Media and Stephanie Stapleton, Traffic Engineering Administrative Specialist.

MINUTES

Commissioner Smith moved to approve the minutes of the Regular Scheduled Meeting of the Traffic Commission held on February 17, 2009; seconded by Commissioner Van Winkle.

The minutes were approved by viva voce vote.

ITEM NO. 1 DISCUSSION REGARDING GLEN OAK IMPACT ZONE TRAFFIC STUDY

City Engineer Jeff Smith gave a brief overview regarding the Glen Oak Impact Zone. He informed the Commission that the City Council adopted an amendment to the Comprehensive Plan for the new Glen Oak School at the March 10th City Council meeting. He mentioned that the City Council was concerned with the possible impact that the new School and the closing of Frye Avenue would have on the neighborhood traffic. He stated that a report back concerning the traffic impact was requested; and, a study of the current conditions and possible results was underway.

He stated that the Traffic Commission had been asked to provide input and possible solutions concerning the potential impacts.

In discussion with Mr. Smith, Commissioner Crowell questioned whether Kansas Street would remain open because the road was bumpy and rough. Mr. Smith stated that Kansas Street and Republic Street would remain open. She felt some consideration should be given to this area due to the closure of Frye Avenue.

In discussion with Commissioner Crowell, Traffic Design Engineer Stoffer explained that the "snow route" regulation would be removed on Frye due to the street closure.

In discussion with Chairman Sullivan, Mr. Smith stated that currently there was no funding allocated in the budget to repair the curb lines in this area. He stated that it would cost approximately $4 million to reconstruct the streets. A potential project scope would include the following streets: Wisconsin, McClure to Glen Oak, Maryland, Kansas, Republic and around Glen Oak School, said Mr. Smith. He stated $200,000 previously had been allocated for the Glen Oak Impact Zone and an additional $200,000 in stimulus funds had recently been allocated by the City Council, which would allow the City to repair the sidewalks within a two-block radius around the school.

Commissioner Van Winkle stated that a study on the east/west movement had been conducted several years ago. He explained that Nebraska Avenue had the most continuity and, with Frye Avenue being closed, he felt that Nebraska would be used as an Arterial Street by motorists to get to Prospect Road.

In discussion with Commissioner Van Winkle, Mr. Stoffer stated that staff had reviewed the northbound movement with Frye Avenue being closed, and he pointed out that Abington Street averaged approximately 4,000 vehicles per day with a vast majority of the traffic being from Prospect Road. He said he felt the cut-through traffic from Frye Avenue would be minimal, since he felt that much of the traffic was generated from the school.

Chairman Sullivan stated that he made several trips to review this area throughout the day. He contacted the Boys & Girls Club in this area to question if they had seen an increase in traffic since Frye Avenue had been vacated. He stated that they have seen a decrease in traffic with Frye Avenue being closed. He felt that the residents in this area would be satisfied with less traffic.

Mr. Smith stated that Frye Avenue would eventually be removed from the Thoroughfare Map as a minor arterial street.

> Commissioner Crowell moved to support paving improvements around the borders of the Glen Oak School, removal of Frye Avenue as a minor arterial street from the Thoroughfare Map and not to replace it; and to continue to work with Glen Oak School to observe the traffic and situations that may arise in the future; seconded by Commissioner Mills.
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> Approved by viva voce vote; Commissioner Lott abstained.

ITEM NO. 2 DISCUSSION REGARDING TRAFFIC COMMISSION RESPONSIBILITIES

At the February meeting, the Commission had requested that a project list be developed to include various projects/programs that would be beneficial to the City of Peoria to be discussed at the next scheduled meeting. Mr. Stoffer handed out the list to all members of the Traffic Commission. He stated the list of potential areas of focus was for the Traffic Commission to discuss and/or prioritize. The list included:

1. Develop policy/review and/or approve 4-way stop requests for residential neighborhoods

2. Review Traffic Signal Master Plan, Signal Standards and Cost Share Policies
3. Review Street Light Master Plan, Street Light Standards and Cost Share Policies
4. Review access guidelines
5. Review driveway standards and ADA standard details
6. Review policies for on street Handicap spaces
7. Review and develop policy for neighborhood traffic calming
8. Review and develop bike route plans and policies
9. Review Safe Walking Route maps and implementation plans
10. Review policy on residential parking permits
11. Review major road studies, like Pioneer Parkway Extension and Eagleview TIF study
12. Review new subdivision standards
13. Provide guidance on Neighborhood Traffic issues, as they arise

City Engineer Smith stated that he would like for the Commission to focus more on drafting policy. However he said he was aware that the City currently had some procedures in place in regard to stop signs and traffic calming, but he felt that those items should still be reviewed. He mentioned that the Comprehensive Plan would be adopted in the spring. He stated that the subdivision regulations would be rewritten within the next year. He stated that these regulations had not been revised since 1972.

Chairman Sullivan questioned if the City had certain criteria established for stop sign requests.

In discussion with Chairman Sullivan, Mr. Smith gave an example as to how stop signs were processed in Champaign, Illinois. He explained that traffic control devices that met the necessary warrants were approved administratively; however, if it did not meet the warrants, but there was still an interest, then the request along with its supporting documentation would be presented to the City Council for their approval.

Commissioner Van Winkle explained that the National Manual on Traffic Control Devices was adopted by the State. He further explained that stop signs have been regulated by federal policy for a long time. He indicated that there was no problem with establishing two-way “stop” signs; however, he said he felt there was some deviation from the national policy when it pertained to all-way or four-way “stop” signs. He further explained that there were numerous 4-way “stop” signs in place in Peoria that do not meet the necessary warrants; but had been installed as traffic calming devices.

Commissioner Lott stated that he was pleased with the list of potential projects and thanked staff for their time in preparing it.

Chairman Sullivan stated that this list would help the Commission implement their mission statement.

In discussion with Commissioner Mills, Mr. Stoffer stated that the City was willing to work with District 150 and, to that end had applied for a Safe Routes to School Grant through the Illinois Department of Transportation.

Chairman Sullivan said he felt that the Traffic Commission should have a representative from District 150 on the Commission.

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Commissioner Lott discussed past concerns regarding the role of the Traffic Commission as it related to reviewing and approving projects. He said he felt that other City commissions, such as the Zoning & Liquor Commissions, were implementing policies that currently existed for requests from the private sector. He felt that the Traffic Commission dealt with public projects. He explained that the demand to review and approve private requests was not as great as those of the other Commissions. He further explained that he felt he was trying to balance the role of the Commission as it related to developing policy versus reviewing policy. He referred to **Item #11 (Review major road studies, like Pioneer Parkway Extension and Eagleview TIF study)** and he said he did not want to completely remove this item from the list because there may be a need for the Commission to review public projects at a later date; however, he reiterated that he felt the Commission was trying to balance the need to develop policy instead of reviewing policy. He stated he felt that the Commission should not be involved in reviewing and approving large projects, but that the Commission should be informed about them on an informational level.

In discussion with Mr. Stoffer, Commissioner Lott stated that he felt the Commission should serve as a review/advisory board instead of being involved in the approval process.

Commissioner Mills felt that the Commission should be aware of what other Commissions were doing and should share information when it was appropriate.

Mr. Smith suggested that the Commission establish their goals for 2009 and as items came forward, they would be placed on the Agenda for the Commission to discuss.

After further discussion, the Commission adopted Items #1, 7, 9 and 12 as their major goals and responsibilities for 2009.

> Commissioner Harrington moved to adopt the following items to establish the Traffic Commission's goals for 2009: **Item 1)** Develop policy/review and/or approve 4-way stop requests for residential neighborhoods; **Item 7)** Review and develop policy for neighborhood traffic calming; **Item 9)** Review safe walking route maps and implementation plans and **Item #12)** Review new subdivision standards; seconded by Commissioner Millis.
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> Approved by viva voce vote

ITEM NO. 3 **DISCUSSION REGARDING THE COMMISSION SUMMIT FORUM**

Traffic Design Engineer Stoffer stated that the upcoming Commission Summit Forum was discussed at the February meeting. He said The Forum was scheduled for **Saturday March 28th from 8-12** at the Glen Oak School Gym, and Commissioners from the Board of Appeals, Renaissance Park Commission, Construction Commission, and the Traffic Commission had been invited to attend. He pointed out that the Chairpersons of each Commission would be asked to give a short presentation on the responsibilities of their Commission. He said Shannon Ruh, from the City's Planning and Growth Management Department would be compiling one PowerPoint Presentation for the Forum and she had requested the following

information about each Commission be sent to her by **Monday, March 23rd**. This discussion would determine what information would be submitted to the Planning Department. He said mentioned that photos and maps could be submitted as part of the presentation:

1. What are the major responsibilities of the Commission?
2. List of current issues.
3. List of Successes.
4. What do you see as current and/or future trends?

Mr. Stoffer stated that he had previously met with Chairman Sullivan and they outlined several items to discuss with the Commission:

- **MAJOR RESPONSIBILITIES**

  1. Review and make recommendations to City Council and City Administration relating to pedestrian, vehicular and other transportation issues.
  2. Hear and evaluate citizen's traffic concerns regarding traffic issues.
  3. Evaluate and make recommendations concerning City of Peoria traffic policies.
  4. Review major roadway studies and projects.

- **CURRENT ISSUES**

  1. Review and develop City policy for neighborhood traffic calming and 4 Way stop requests for residential neighborhoods.
  2. Review Safe Walking Route maps and implementation plans.
  3. Review new subdivision standards.
  4. Review major road studies, like Pioneer Parkway extension and Eagleview TIF study.

- **SUCCESSES**

  1. Resolved neighborhood traffic issue between the Coves of Charter Oak and Vinton Highlands.
  2. Helped expedite the removal of the North University Street medians for improved business access.
  3. Reviewed on-street bike path plans for Monroe Ave., Spring St., Lincoln Ave. and Howett Ave.
  4. Began development of neighborhood traffic calming policy.

- **CURRENT AND FUTURE TRENDS IN TRAFFIC**

  1. New Urbanistic roadway and neighborhood design
  2. Traffic Calming practices
  3. Pedestrian friendly streets

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4. Additional bike paths
5. Mass Transit
6. Rail
7. Accessibility

Chairman Sullivan stated the items outlined under Major Responsibilities could serve as the Commission's Mission Statement.

The Commission concurred with the items to be submitted to the Forum, as outlined.

PUBLIC COMMENT

NONE

UNFINISHED BUSINESS

NONE

NEW BUSINESS

NONE

PUBLIC COMMENT

NONE

NEXT MEETING

The next Regular Scheduled Meeting will be held on **Tuesday, April 21, 2009** at 3:30 p.m. at City Hall, Suite 404.

ADJOURNMENT

There being no further discussion, Commissioner Smith moved to adjourn the Regular Meeting of the Traffic Commission; seconded by Commissioner Van Winkle.

The meeting adjourned at 4:35 p.m.

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Patrick T. Sullivan, Chairperson Nicholas A. Stoffer, Traffic Design Engineer

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