

**AMENDED  
CITY OF DELAWARE  
PARKING AND SAFETY COMMITTEE  
CITY COUNCIL CHAMBERS  
CITY HALL  
1 S. SANDUSKY STREET  
7:00 P.M.**

**AGENDA**

August 21, 2017

1. ROLL CALL
2. APPROVAL of Motion Summary for the meeting held February 20, 2017 as recorded and transcribed.
3. PUBLIC COMMENTS
4. RECOMMENDATION to extend the No Parking Zone on Ashburn Drive at 1959 Ashburn Dr.
5. DISCUSSION and CONSIDERATION of the recommendations of the Downtown Parking Advocacy Committee – Enforcement Work Group, as listed:
  - a. Extend Days and Hours of parking enforcement
  - b. Expand downtown time limited parking to 3 hours
  - c. Change in fine structure
6. STAFF COMMENTS
7. COMMITTEE COMMENTS
8. ADJOURNMENT

**PARKING AND SAFETY  
MOTION SUMMARY  
February 20, 2017**

ITEM 1. ROLL CALL

Chairman Shafer called the Parking and Safety Meeting to begin at 7:00 p.m.

Members Present: Councilman Chris Jones, Vice-Chairman George Hellinger, and Chairman Kent Shafer Members

Staff Present: Bruce Pijanowski, Police Chief, John Donahue, Fire Chief, Jessica Ormeroid, Project Manager, and Matt Weber, Deputy City Engineer

ITEM 2. ELECTION of Chairperson and Vice-Chairperson

**Motion:** Mr. Jones moved to nominate Mr. Shafer as Chairperson, seconded by Mr. Hellinger. Motion approved by a 3-0 vote.

**Motion:** Mr. Jones moved to nominate Mr. Hellinger as Vice-Chairperson, seconded by Chairman Shafer. Motion approved by a 3-0 vote.

ITEM 3. APPROVAL of the Motion Summary of the Parking and Safety Committee meeting held November 11, 2016, as recorded and transcribed.

**Motion:** Vice-Chairman Hellinger moved approve the Motion Summary of the Parking and Safety Committee meeting held November 11, 2016, seconded by Mr. Jones. Motion approved by a 3-0 vote.

ITEM 4. PUBLIC COMMENT

ITEM 5. RECOMMENDATION to Repeal Resolution 12-42, the removal of Handicap Parking signage at 216 North Union Street.

Chief Pijanowski discussed research that showed the resident in need of the handicap signage no longer resided at the location.

**Motion:** Mr. Jones moved to repeal Resolution 12-42, the recommendation of the removal of the Handicap Parking signage at 216 North Union Street, seconded by Vice-Chairman Hellinger.

Motion approved by a 3-0 vote.

ITEM 6. DISCUSSION and CONSIDERATION of Traffic Calming and Signage on 265 Lexington Boulevard at Buehler Drive.

A discussion was held regarding speed study data, accident history, and traffic calming measures and recommendations.

PUBLIC COMMENT:

Linda Willeke  
253 Lexington Boulevard  
Delaware, Ohio 43015

Jodi Breakey  
241 Lexington Boulevard  
Delaware, Ohio 43015

Ms. Willeke voiced concerns over incidents in which her mailbox was hit. Ms. Willeke voiced her support for measures to reduce speeding.

Ms. Breakey voiced a concern over the slippery conditions of paint on crosswalks and how that might impact the traffic calming measures. A discussion was held on grooves in pavement and types of paint.

Ms. Willeke requested that the Committee recommend to Council a No Parking Zone along the inside curve.

**Motion:** Mr. Jones moved to recommend to City Council the traffic calming signage regarding to issues affecting Lexington Boulevard and Beuhler Drive as discussed at the February 20, 2017 Parking and Safety Committee meeting, and including No Parking Signage in that area as recommended by staff, seconded by Vice-Chairman Hellinger. Motion approved by a 3-0 vote.

ITEM 7. STAFF COMMENTS

Mr. Weber discussed the draft of the Traffic Calming Manual.

Ms. Ormeroid discussed the submission of applications for Safe Routes to School funding.

ITEM 8. COMMITTEE COMMENTS

Mr. Jones requested an update regarding a concern from Ms. Weller. Chief Pijanowski provided an update on his findings regarding the signage in the neighborhood.

ITEM 9. ADJOURNMENT

**Motion:** Vice - Chairman Hellinger moved to adjourn the meeting, seconded by Mr. Jones. The Parking and Safety Committee Meeting adjourned at 7:37 p.m.

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Kent Shafer, Chairman

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Elaine McCloskey, Clerk

**CITY OF DELAWARE**  
**PARKING & SAFETY PRE-MEETING**  
**Minutes**

**August 3, 2017**

Staff Present: Bruce Pijanowski, Jessica Ormeroid, Nathan McCoy, John Donahue, Bill Ferrigno via memo.

**1. MINUTES REVIEW**

A. Pre-Meeting Minutes for April 27, 2017 were not reviewed.

**2. DISCUSSION**

A. The installation of “No Parking From Here to Corner” signage at the Lexington Boulevard and Cambridge Road/Cambridge Road and Ablemarle Circle intersections.

This signage has already been installed per codified ordinance. This item does not need to be on the agenda.

B. The installation of “Curve Ahead” warning signage on Cambridge Road, between Ablemarle Circle and Merrick Boulevard.

Dynamic Speed Feedback signs are scheduled to be temporarily installed in November for 30 days as part of a pilot program. 85<sup>th</sup> percentile speed is 27 MPH at both curves. There is a history of two accidents – once an assured clear distance crash and another was due to improper turn from Able Marle. Staff recommends the placement of the Dynamic Speed Feedback signs prior to any other changes in the area. This item will not be placed on the agenda.

C. The installation of traffic calming measures (speed bumps) on Tanglewood Drive.

There is a history of one crash, which was a hit skip. Average Daily Trips (ADT) is 350, average speed is 23 MPH, 85<sup>th</sup> percentile speed is 26 MPH. This area is also a cul de sac. This area does not meet criteria for traffic calming in regard to metrics or roadway design. The police department will provide extra enforcement on Tanglewood. This item will not be on the agenda.

D. The installation of traffic calming measures (speed bumps) in

the vicinity of 266 North Franklin Street.

There have been two crashes on this block (W. Lincoln to W. Fountain) and four crashes at the intersection of Franklin and Fountain. The average speed is 22 MPH, 85<sup>th</sup> percentile is 26 MPH, and ADT is 265. The area does not meet criteria for traffic calming. Additionally, warning placards have been posted on N. Franklin at Lincoln to reduce the potential of failure to yield crashes from Franklin onto Lincoln. This item will not be on the agenda.

E. The installation of "No Parking" signage near the crosswalk at Ferguson Drive on Ashburn Drive.

This area recently received an enhanced crosswalk and crosswalk signage. Staff recognizes that there is still a sight line issue on the curve going N.bnd approaching the crosswalk. Staff will recommend that the no parking zone be extended to the N. driveway of the house at 1959 Ashburn. The four houses S. of the crosswalk (two on each side of the street) will be notified, as well as the house on same side of the street to the North of the crosswalk. This item will be on the agenda.

F. The installation of signage on Broadview Chase Drive to deter parking, due to this area being designated as an emergency turn around intended only for emergency vehicle use.

This area is can already be signed no parking as specified in the language in the original plat. The area was an atypical designed to be a turnaround for fire and city vehicles, and still allowing the developer to construct the two houses on the end of Broadview Chase Dr. The area will be signed once the residents of the affected houses will be notified. This item will not be on the agenda.

### 3. **OLD BUSINESS**

### 4. **NEW BUSINESS**

A. Discussion of ongoing complaints about speed and volume on W. Hull Dr. Further discussion will take place once the propose light at Hawthorne and US 23 is installed.

B. Discussion of complaint received regarding traffic at S. Houk and Cobblestone. Speed Feedback Signs will be temporarily installed in December for 30 days as part of the pilot program.

C. Discussion of complaint about speed and noise on Lake St. Stealth Stat will be deployed to collect data.

D. Discussion of additional agenda items related to the Downtown Parking Advocacy Committee Enforcement sub-committee recommendations, to include:

1. Recommendation on expanded days and hours of enforcement.
2. Recommendation to modify meter rates.
3. Recommendation to modify parking fine structure.
4. Possible recommendation to modify 10 hour meter parking in public lots.
5. These items will be on the agenda pending final recommendation of the DPAC-E sub-committee on August 7, 2017.

## 5. **ADJOURNMENT**













Resident  
Mailed to: 1941, 1946, 1952, 1958, 1947, 1959 Ashburn Dr.  
Emailed to: HOA  
Delaware, Ohio 43015

August 8, 2017

Dear Resident,

The City of Delaware Parking and Safety Committee will soon be meeting. One of the complaints we have received is about the poor visibility of the crosswalk that from Kensington Place park and across Ashburn at Ferguson Ave. Committee members will consider a request to extend the no parking zone on the East side of Ashburn (the N.bnd lane side) to a point further South to provide for better visibility of the crosswalk. City staff will be recommending approval of this request.

Once approved by the Parking and Safety Committee, the request will be presented at a future City Council meeting for final approval.

You are welcome to attend the Parking and Safety Committee meeting if you choose, should you have any concerns or questions. The meeting will be held on Monday, August 21, 2017 in Council Chambers, 2<sup>nd</sup> Floor, 1 South Sandusky Street, Delaware, OH at 7:00 pm. You may also email me at [bpijanowski@delawareohio.net](mailto:bpijanowski@delawareohio.net), or call me at 740-203-1101 if you would like to provide any comments to be presented on your behalf.

Sincerely,

Bruce L. Pijanowski, CLEE  
Chief of Police  
Delaware City Police

## Bruce Pijanowski

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**From:** Bruce Pijanowski  
**Sent:** Tuesday, August 08, 2017 12:51 PM  
**To:** 'kensingtonplaceohhoa@gmail.com'  
**Subject:** Notice of Public Meeting / Item affecting Ashburn Dr.

Kensington Place HOA  
Delaware, Ohio 43015

Dear Trustees,

The City of Delaware Parking and Safety Committee will soon be meeting. One of the complaints we have received is about the poor visibility of the crosswalk that from Kensington Place park and across Ashburn at Ferguson Ave. Committee members will consider a request to extend the no parking zone on the East side of Ashburn (the N.bnd lane side) to a point further South to provide for better visibility of the crosswalk. City staff will be recommending approval of this request.

Once approved by the Parking and Safety Committee, the request will be presented at a future City Council meeting for final approval.

You are welcome to attend the Parking and Safety Committee meeting if you choose, should you have any concerns or questions. The meeting will be held on Monday, August 21, 2017 in Council Chambers, 2<sup>nd</sup> Floor, 1 South Sandusky Street, Delaware, OH at 7:00 pm. You may also email me at [bpijanowski@delawareohio.net](mailto:bpijanowski@delawareohio.net), or call me at 740-203-1101 if you would like to provide any comments to be presented on your behalf.

Sincerely,

Bruce Pijanowski, C.L.E.E.  
Chief of Police  
Delaware Police Department  
70 N. Union St.  
Delaware, OH 43015  
(740) 203-1101

Minutes

Members present: Scott Gordon, George Mantzoros, Patrick Bailey, Kelsey Scott, Jeff Benton, Don Claar, and Bruce Pijanowski. (Holly Quaine via email)

1. Brief introduction of efforts and results to date.
  - a. Increase in fines, addition of boot, parking permit modifications
  
2. Discussion
  - a. Downtown parking meters
    - i. Check on direction from Council regarding timing
    - ii. Will remain as a continuing topic of discussion and research
  - b. Current metered parking
    - i. Hourly cost – consider raising
    - ii. Smart Meters - App for electronic payments
  - c. Ticket costs - \$40 for first time violation; can we lower and add enhancements; need to adjust the fine structure and increase meter fines.
  - d. Demand based pricing – mix of opinions
  - e. Hours of enforcement – general agreement to extend hours
  
3. Next Meeting – July 17, 2017 at 6:00 PM at the Delaware Police Department
  - a. Days and Hours of enforcement
  - b. Meter Rates
  - c. Presentation and discussion of converting current meters to smart meters

Topics for future discussion: Downtown Meters, Fine structure

Minutes

Present: Scott Gordon, George Mantzoros, Patrick Bailey, Kelsey Scott, Jeff Benton, Don Claar, and Bruce Pijanowski. (Holly Quaine absent, comments provide via phone call)

A. Discussion

1. Extend hours of time restricted parking; meter enforcement
    - a. Draft ordinance distributed, and discussion regarding extended hours. Viewed as beneficial, especially after 5:30 PM, when many parkers park and stay for the night.
    - b. Some businesses might choose to stay open to 8 PM if this was enacted. Will need to watch impact on The Strand
    - c. Pat discusses his Michigan vacation, and many lake towns he visited. All but one had .25 per hour meter rate, with a 3 hour limit. Also discussed how streets were metered and lots were time limited.
    - d. Per Kelsey, many downtown owners are against extended hours of enforcement. Potentially just need to see any benefit of the change. Also one of Holly's concerns – viewed as too punitive.
    - e. Consensus to recommend expanded hours of 8 AM to 8 PM on weekdays, and 10 AM to 8 PM on Saturday.
      - i. Additional recommendation to expand time limit to 3 hours.
      - ii. Expanded enforcement and 3 hour minimum recommendation will be packaged together after committee members solicit feedback for next meeting.
    - f. Final suggestion for parking information to be developed and distributed to educate on the changes. Kelsey is currently working on a similar project.
  2. Adjust / Increase meter rates / Park Mobile Presentation – Park Mobile (smart phone app that will work with current meters) presentation prior to discussion of hourly rates to make sure we consider transaction fees.
    - a. Recommendation to maintain .25 per hour, but eliminate the 12 and 24 minute options. Run as one year pilot.
    - b. Recommendation to implement Park Mobile or similar solution.
      - i. PD will check with Park Mobile to determine how paid spaces are known to parking enforcement. Checking every metered space might be time consuming if it is on a space by space basis.
    - c. Look at potential for demand based pricing after Park Mobile is implemented.
- B. Distributed Cost-Revenue Parking Analysis (by Nazek Habtfha) for smart meter discussion at next meeting.

C. Topics for next meeting:

1. Fine Structure
2. Monthly Permits / Tenant Permits
3. Smart Meters

Pending items:

Next Meeting:            Aug 7, 2017 @ 6 PM

MINUTES

Members Present: Bruce Pijanowski, Don Claar, George Mantzoros, Patrick Bailey, Jeff Benton, Scott Gordon.

1. Review of Previous Meeting

- a. Days and Hours of Operation / Expanded limit to 3 hours
  - i. Discussion confirming the decision on the recommendation for days and hours of enforcement. We also had a brief discussion about changing the limit from 2 hours to 3 hours. According the MKSK, the average stay was less than three hours, and the new 3 hour limit will benefit those that tend to overstay due to extended visits. Pat Bailey also observed that Marysville uses block signage to indicate the parking limits on each block, and each block might be different.
- b. Parking Meter Rates
  - i. Discussion confirming the decision on the recommend elimination of the 12 and 24 minute option, and just offer one hour for \$.25.
- c. Park Mobile
  - i. Brief update regarding the Park Mobile App. The contract is currently being reviewed and will continue to proceed.
- d. Parking Information – #delaware2park
  - i. Provided information that the recommendation to provide employee info for downtown businesses is included in part of the communications plan. Showed the group the #delaware2park campaign.

2. Discussion

- a. Fine Structure
  - a. Lengthy discussion regarding the cost of meter fines vs. over limit fines, as well as the effect the \$40 ticket has accomplished. There was back and forth on what was too much, and what made it too easy for the violators to continue to park illegally. No clear consensus, but all agreed that we should provide two options – 1. \$25 fine for either over time or over limit, or 2. Maintain the \$40 fine for over limit, and go to \$20 for over time.
- b. Monthly Permits / Tenant Permits /10 hour meter locations in lots
  - a. We started this discussion, and recognize the issue of the 10 hours meters in the lots, particularly E. Winter and N. Franklin. Discussion revolved around what to do with if we remove the 10 hour meters – relocate them or just reduce the overall number of 10 hour meters available. Commissioner Benton questioned if we could turn N. Franklin one way, and allow parking on the W. side of the

street which could then be used to expand the availability. This item was continued, and the group will solicit feedback on this issue, and whether we should relocate or just reduce the number of 10 hour meters.

3. Smart Meter Technology /Downtown meters– Time did not allow, but we briefly discussed the issue of downtown meters and the fact that this was identified as a long term item.

Pending topics for next meeting:

1. 10 hour parking in lots
2. Downtown Meters

Next Meeting:                    September 11, 2017 6 PM

353.04. - Hours and days of operation.

Parking meters shall control the use of metered parking spaces in the downtown area between the hours of ~~9:00~~ **8:00** a.m. and ~~5:00~~ **8:00** p.m. on Mondays, Tuesdays, Wednesdays, Thursdays, ~~and~~ Fridays, **AND BETWEEN THE HOURS OF 10:00 A.M. AND 8:00 P.M. ON SATURDAY.** Authorized signage shall control free time limit spaces in the downtown area between the hours of ~~9:00~~ **8:00** a.m. and ~~6:00~~ **8:00** p.m. on Mondays, Tuesdays, Wednesdays, Thursdays, ~~and~~ Fridays **AND BETWEEN THE HOURS OF 10:00 A.M. AND 8:00 P.M. ON SATURDAY** except for authorized signage limiting parking to ~~eight~~ **TEN** hours or more which shall control free time limit spaces in the downtown area between the hours of ~~9:00~~ **8:00** a.m. and ~~9:00~~ **8:00** p.m. on Mondays, Tuesdays, Wednesdays, Thursdays, ~~and~~ Fridays **AND BETWEEN THE HOURS OF 10:00 A.M. AND 8:00 P.M. ON SATURDAY .**

Metered parking spaces and signed free parking spaces shall not be controlled by parking meters during hours other than those herein set forth, on ~~Saturdays~~, Sundays, legally recognized City, State and Federal holidays and such other days as may be designated.

Nothing in this chapter shall supersede regulations that apply to handicapped parking spaces, taxi zones or loading zones as set forth in these Codified Ordinances.

~~(Ord. 98-105. Passed 11-23-98)~~

Parking Fees – Permits, Tickets, Boot removal - CURRENT

<a href="#">353.06</a>	Parking Permits	\$25.00 a month except for the East William Street metered lot (lot #4), which is \$20.00 a month.
<a href="#">351.99, 351.04</a>	Parking Tickets	<p>                     \$7.00 over time if paid by midnight (meter)                      \$10.00 over time if not paid by midnight                      \$40.00 over limit (2 hour parking)                      \$25.00 parking in prohibited spot                      \$25.00 parking outside of lines                      If the vehicle has accumulated three tickets (over time, over limit, prohibited spot) in 30 days or five or more tickets in 60 days, the ticket <i>fee</i> will be doubled.                      \$250.00 Handicapped parking violation, first violation                      \$300.00 Handicapped parking violation, second violation                      \$500.00 Handicapped parking violation, third and subsequent violations                      \$20.00 late <i>fee</i> for tickets over 30 days old                      \$5.00 billing <i>fee</i> </p>
	Boot Removal	Payment of all unpaid tickets plus \$100 <i>fee</i> .