

**City of Kalamazoo
TRAFFIC BOARD
Minutes
July 12, 2018**

Stockbridge Main Conference Room, 1st Floor
415 Stockbridge, Kalamazoo, MI 49001

Traffic Board Members Present: James Baker, Director of Public Services
Michael Kelley, Public Safety
Christina Anderson, City Planner, CP&D

Members Excused: Jeff Chamberlain, Deputy City Manager
Jim Ritsema, City Manager

City Staff: Karen Rutherford, Recording Secretary

Guests: Scott Brooks, Public Safety, COK
Mike Cunningham, Business Owner, Kzoo Makers
Leslie Hoffman, Central City Parking

1. CALL TO ORDER

Mr. Baker called the meeting to order at 3:00 p.m.

2. ROLL CALL

Mr. Baker conducted roll call and determined that the aforementioned members were present and quorum existed. Ms. Anderson supported by Mr. Kelley, made a motion to excuse the aforementioned members. With a voice vote, the motion was carried.

3. APPROVAL OF AGENDA

There were no changes to the July 12, 2018 Agenda. Ms. Anderson supported by Mr. Kelley, made a motion to approve the July 12, 2018 Agenda. With a voice vote, the motion was carried.

4. APPROVAL OF MINUTES (April 12, 2018)

There were no changes to the April 12, 2018 Traffic Board Minutes. Ms. Anderson supported by Mr. Kelley, made a motion to approve the April 12, 2018 Traffic Board Minutes. With a voice vote, the motion was carried.

5. NEW BUSINESS

Northside Neighborhood – No Stopping, No Parking Signage

- Mr. Baker presented the Northside Neighborhood, No Stopping, No Standing, No Parking signage that is currently posted. Mr. Baker stated the committee does not have sufficient

details to formally approve or disapprove any street but wants to open discussion on the matter. Mr. Baker stated there are many streets on the north side that are signed as such. He explained the signs were put in place in cooperation with Public Safety. There is high calls for services and high traffic impact for public safety vehicles in those neighborhoods. Much of the intent is to keep the area clear for safe passage of vehicles. The other issue is the City is looking at crime. They are trying to keep people who are not from the neighborhood to keep moving along. There are pockets within those neighborhoods that have become the underground retail world for illegal activity.

- Mr. Baker stated from his perspective, the next step is to outline specific streets that we want to look at. We can come back with what cross sections, from curb to curb, what the length of the cross section is, work with chiefs within Public Safety to determine what the issues are, and then decide what the City can do.
- Ms. Anderson stated she heard about this from the Northside Neighborhood Plan from the residents. The residents expressed interest to examine as many scenarios as possible in terms of width. Ms. Anderson stated she informed the women who was interested in it, letting her know what the pathway was to doing this and asked the women to let Ms. Anderson know the number of streets so they can start to explore the issue. Ms. Anderson stated she did not hear back to her. Ms. Anderson stated she feels it may surface again and it is worth doing the research so we are informed and prepared.
- Mr. Baker asked Ms. Anderson if she knew what street this person lived on. Ms. Anderson stated she lives next to water park on Florence. Mr. Baker asked if Ms. Anderson has heard anything about Paterson. Ms. Anderson responded she has not. Ms. Anderson suggested the City tell them which streets are a “no” and which ones are an option.
- Mr. Baker asked if there were any comments from Public Safety. Mr. Kelley stated he was not sure which streets they are talking about but he has some streets in mind that would be a definite no. Mr. Baker agrees most of the streets are a definite no.
- Ms. Anderson stated for the streets that are a definite no, what would be other options to alleviate parking issues. Ms. Anderson stated once the study is done, the planning committee can have discussions with the neighborhood to help them think about parking differently.
- Mr. Kelley stated looking at the general area such as Ada St, Woodbury or Burrell, there is not many actual occupied residence, and there is plenty of parking for the residents who are there. Mr. Kelley stated he doesn’t know why there is concern for on-street parking. Ms. Anderson stated the residents cannot park on lots they do not own and they are not supposed to park in the front yard. Mr. Kelley stated many of those homes have substantial parking behind the house.
- Mr. Baker stated many of the houses have come down, there are many people who are in the side lot program; many properties have multiple curb cuts that you could park in. Mr. Baker stated an additional meeting is needed with zoning personnel to discuss for example: if you have a side lot and a cut, can you park in the grass; what is front lawn, etc. Mr. Baker stated we need clarification for these questions.

Edwards St – Full Size Loading Zone

- Mr. Baker stated they want to create a full length truck loading zone on S. Edwards St. This would be located on the southbound lane of S. Edwards St., south of Michigan Ave., and just south of Bates Alley. This would be a full length loading zone defined roughly as 60 feet – 80 feet. Mr. Baker stated this would be three parking spaces about 20 feet in length for each space.
- Ms. Hoffman stated this would most likely take up the full length before the Central City Parking lot. There are about 3 meters at this location. Mr. Baker asked Ms. Hoffman if she wanted to leave the meters there and put time restrictions on the loading zone. He understands there are many restaurants in the area and parking is an issue for them. Ms. Hoffman stated Central City Parking does not charge for the meters after 5:00 p.m. If your intent was to release the loading zone for the evening hours, she would remove the meters and place a sign there. But if the intent was to release the loading zone for the second half of the day, then a meter would be nice. Ms. Hoffman noted there is fire hydrant in this location.
- Mr. Baker stated he wants to put a time restriction on the loading zone but wants to speak to the business owners to find out what will work best. Mr. Baker stated if the meters were gone he does not want to take away the parking for the night life. Ms. Hoffman stated again if Mr. Baker planned to release the loading zone at 5:00 PM, she would remove the meters and place a sign there. But if he plans to release the loading zone at 1:00 PM, then a meter would be need to be there.
- Ms. Hoffman is not sure how many meters are currently there.
- Mr. Baker asked for a motion to approve the installation of a full length truck loading zone, on S. Edwards Street, in the southbound lane, approximately 60 feet long from the south edge of Bates Alley and to be time restricted.
- **Ms. Anderson, supported by Mr. Kelley, made a motion to approve the installation of a full length truck loading zone, on S. Edwards Street, in the southbound lane, approximately 60 feet long from the south edge of Bates Alley and to be time restricted. With a voice vote, the motion was carried unanimously.**

Portage St. – Smaller/Limited Loading Zone

- Mr. Baker stated they want to put in a smaller/limited loading zone, approximately 18 feet, in the northbound lane of Portage, just before Bates Alley. There is a fire hydrant there but he believes he can get 18 feet within that stall. This loading zone is intended for small vans, pickup trucks, cars, or some type of commercial interest to load and unload.
- Mr. Kelley asked how it is marked now. Mr. Baker responded it is currently marked as no parking. Mr. Baker explained it is marked as no parking for site distance for vehicles coming out of Bates Alley and turning. Mr. Baker stated he has issued a TCO for no motor vehicles

on Bates Alley. There will no longer be a site restriction and this can be opened up for the loading zone.

- Ms. Hoffman stated there are markings on the road because of the entrance to their ramp that took cars around people pulling into the ramp. This seems to impede cars being able to get around someone being parked in the area in question. She recommends those lines being removed or changed. The lines took the cars out to a point where if someone was parked on the east side where Mr. Baker intends to make a loading zone then no one could get in between, stopping traffic heading north. Ms. Hoffman stated she mentioned this to Jesse Okeley while on site and suggested Mr. Baker take a look at this.
- Ms. Hoffman stated the ordinance says five minutes to load and unload but Central City gives twenty minutes before they ticket, as long as they are actively loading/unloading.
- Mr. Baker stated he was out there and they have dual right turns. He feels they do not have the traffic to justify dual right turns there. Mr. Baker stated he was looking at the pavement marking on Portage roughly from just a little south of Central City parking ramp and from Huff's property line north, he feels there should be a restriping configuration entirely. Mr. Baker stated they need to come back with something else.
- Ms. Hoffman stated they took the traffic lane and made it parking just before Central City ramp on the west side between Michigan and the entrance to the ramp. They will be putting six meters in this area. Ms. Hoffman stated the dynamics of this area has changed and does not match the road markings.
- Mr. Baker stated the committee could approve the loading zone and come back and look at the markings. Or the committee could decide to look at the marking first, restripe and then come back with a parking plan.
- Ms. Anderson asked how quickly do we need to move on this. Mr. Baker stated we need to move on it quickly so we can move forward on the Bates Alley Project. Ms. Anderson suggested the committee approve the loading zone and come back to do the restriping.
- Mr. Baker asked for a motion to approve a small limited loading zone approximately 18 feet to 20 feet in length on Portage Street, northbound, starting at the south edge of Bates Alley.
- **Ms. Anderson supported by Mr. Kelley, made a motion to approve a small limited loading zone approximately 18 feet to 20 feet in length on Portage Street, northbound, starting at the south edge of Bates Alley. With a voice vote, the motion was carried unanimously.**

6. OLD BUSINESS

Vine Neighborhood Parking Discussion

- Mr. Bakers presented the continued discussion for the parking issue for the Vine Neighborhood Plan.

- Ms. Anderson stated her understanding is the staff is gathering data to understand the width of all the streets and to compare that information with the map that shows the parking regulations of the Vine Neighborhood. Ms. Anderson said they will take this information to the focus group and later to the community to understand what they want.
- Mr. Baker asked Ms. Anderson to follow up with Jesse Okeley for this information.
- Ms. Anderson stated Vine is wrapping up their neighborhood plan. This information did not need to be in the neighborhood plan. The recommendation to look at this information is in the neighborhood plan but the plan is not waiting for direct action.
- Mr. Baker stated we need 20 feet street width to move traffic and whatever is left we can do parking on the street by odd/even parking, one side or the other, both sides or hourly restrictions. Currently we have 50 years worth of parking changes and it would do the neighborhood very well to make changes where possible.
- Ms. Anderson asked in terms of snow plowing or emergency scenarios do we need to rethink how we do that. Do we need to bring this issue into the discussion? Mr. Baker stated what we do now is working. Where overnight parking is allowed there is odd/even parking and the width has to be there so maintenance can be done. To change this would take a bigger city-wide discussion. Mr. Baker stated the odd/even parking works because residents are aware of it, there is strong enforcement behind us, and we are out doing maintenance. If we change the parking in areas to odd/even parking, there will be a learning curve. We will need to do winter maintenance.
- Ms. Anderson asked if this information could be gathered before the school year begins. Mr. Baker stated no. This issue is going to take several discussions.

Prospect St, North of W. Main, Parking

- Mr. Baker stated a resident, who lives on Prospect St, north of W. Main, has a small driveway and has to park her small camper on the street. Each night she has to move it due to the parking restriction which states parking allowed one side of the street one night and the other side of the street the next night. The resident is asking to have parking on both sides of the street.
- Mr. Baker stated we are still waiting on research for this issue.

7. MISCELLANEOUS COMMENTS OR CONCERNS

- Mr. Mike Cunningham introduced himself and stated he owns Kzoo Makers on E. Michigan. He presented a map and stated the City put in a new drive about a year and a half ago. The City wants him to eliminate it. At the other end of the property he owns only 9 feet of property for the exit and 18-20 feet is required for entrance and exit for fire and safety. He is

asking for a letter for 100 years to allow him to enter and exit the property without contest from the City. Mr. Baker asked him if he is asking for an ingress/egress from the neighbor's property. Mr. Cunningham stated this would be from City property. Mr. Cunningham stated he only owns 9 feet and he is concerned the City will come to him in a year telling him he has to make the exit larger.

- Ms. Anderson asked Mr. Cunningham who asked him to close the other entrance. Mr. Cunningham stated the site plan from the City of Kalamazoo asked him to close it. Mr. Baker stated this is a site plan issue. Ms. Anderson asked Mr. Cunningham how long ago was this and Mr. Cunningham responded about a year ago.
- Mr. Baker stated this would be an ingress/egress easement. Mr. Cunningham asked how does he go about getting a letter allowing him to enter and exit without contest from the City.
- Mr. Baker recommended to Mr. Cunningham speaks to Rob Bauckham in the Planning Division to discuss the site plan. Mr. Baker explained Rob Bauckham handles issues from Joe Stark; Public Safety, and Public Services and discusses what the issues are. This is basically a one stop shop for the resident.
- Ms. Anderson asked Mr. Cunningham what is the address of the property and Mr. Cunningham responded 1050 E Michigan.
- Mr. Cunningham stated the City paid to have the drive put in a year ago and now they are asking him to remove it. Mr. Baker stated he is inclined to keep the cut there.
- Ms. Brooks asked what Mr. Cunningham was proposing in the site plan. Mr. Cunningham stated to abandon it but he feels the City does not realize he only owns 9 feet of the property. Ms. Anderson asked if he wanted to abandon it or did the City ask him to abandon it. He stated the City asked him to abandon it.
- Mr. Brooks asked him when he came to site plan what was your intent, were you redoing the parking lot, where you redoing the building? Why did you go to site plan? Mr. Cunningham responded he had to have a site plan for the parking permit, he had to designate parking. He stated he designated parking and was told he should abandon the drive. Mr. Cunningham stated he forgot to tell them he only owns 9 feet of the property.
- Ms. Anderson stated there are a couple of issues: 1) legally do you need two driveways? The map shows it is one way; 2) there may be other issues they may want to look at. Ms. Anderson stated she is making notes to go back to Mr. Bauckham to understand what the conversation was and to get all the details. Mr. Cunningham asked Ms. Anderson if he should get a right-a-way permit for the City property. Ms. Anderson responded not yet. Ms. Anderson stated she wants to look at the site plan to understand why they are asking him to close the drive. Mr. Cunningham stated because they only wanted two entrances. Ms. Anderson explained to Mr. Cunningham he can only have two entrances because he does not own the other property. Mr. Baker stated the City cannot make him do something if he doesn't own it.

- Mr. Brooks asked why it is one way traffic. Mr. Baker suggested he make it two way traffic and instead of angle parking, have straight parking. Mr. Cunningham stated he has already done the striping.
- Ms. Anderson stated she would make a copy of his map and will follow up.

8. NEXT MEETING

- Date: Thursday, August 9, 2018 at 2:00 P.M, 415 Stockbridge, Kalamazoo, Stockbridge Main Conference Room, 1st Floor
- Agenda items submitted to Karen Rutherford (rutherfordk@kalamazoo.org) by August 1, 2018.

Adjourn

- Mr. Baker asked for a motion to adjourn the meeting.
- **Ms. Anderson supported by Mr. Kelley, made a motion to approve to adjourn the meeting. With a voice vote, the motion was carried.**
- The meeting adjourned at 2:38 p.m.

Submitted by: Karen Rutherford
Recording Secretary

Date: 8-9-18

Approved by: James J. Baker
Staff Liaison

Date: 8/9/2018