



Mayor

David J. Kaptain

City Council

Corey D. Dixon
Dustin R. Good
Rosamaria Martinez
Tish S. Powell
Carol Rauschenberger
Toby Shaw
F. John Steffen
Steven F. Thoren

City Manager

Richard G. Kozal

To: Jennifer Fukala, Executive Director: Downtown Neighborhood Association of Elgin

From: Aaron Neal, Public Works Superintendent

Date: January 5, 2022

Re: Central Business District Winter Snow Services

This communication is to be used to assist business owners and residents within the Central Business District (CBD) of Elgin to help set expectations in the event of accumulating snow and/or ice.

During the summer of 2021, new parking regulations were implemented within the CBD to assist in the changing demands of on street parking noticed in recent years. A 4 a.m. to 6 a.m. parking restriction was implemented by the city council to address the shifting and competing demands for on-street parking and enhanced service delivery needs during the winter months.

The approved downtown parking restriction reads as follows:

"It is unlawful for any person to park or the owner of any vehicle to permit a vehicle owned by him to be parked on any street in the Downtown Parking Zone on any day from four o'clock (4:00) A.M. to six o'clock (6:00) A.M."

the Downtown Parking Zone is defined as:

Downtown Parking Zone, bounded by the south side of Kimball Street on the north, the west side of Center Street on the east, west side of Villa Street on the east, the south side of Prairie Street on the south, the east side of Grove Avenue on the east, the south side of National Street on the south and the east side of State Street on the west.

The wintery weather during 2020 and 2021 highlighted the need for clean and accessible streets. Downtown public works crews repeatedly encountered parked vehicles while plowing

which led to an accumulation of snow and ice in and around on-street parking spaces. Over the season this recurring maneuvering resulted in an unkempt appearance and hazardous conditions that persisted until snow and ice could melt.



Access to clear streets during certain hours allows public works crews to prepare the downtown for the following business day.

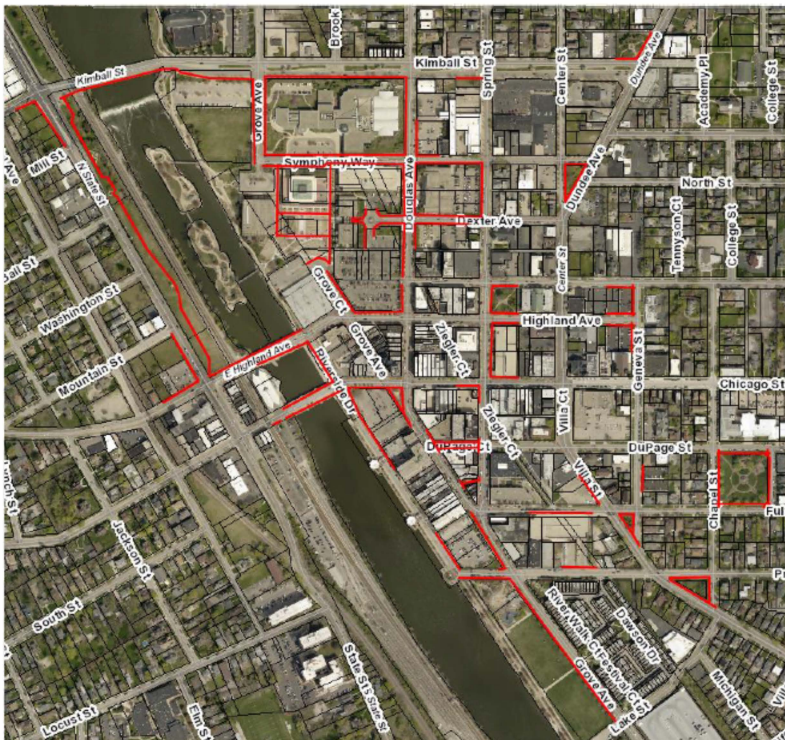
The hours chosen, 4 a.m. to 6 a.m., will not inhibit customers of downtown businesses or their staff from utilizing on street parking during late night hours or closing times.

Public Works staff will ensure overnight clearing of the CBD during active winter events and will occasionally work to clear the area where the snow typically accumulates on the curb. While access to clear parking spaces is imperative, equally important is access from the street to businesses and residences. Periodic clearing of the curb area will take

place in the CBD and snow will be piled at the last parking stall of any given block.

PUBLIC SIDEWALKS

Clearing sidewalks around certain public areas and buildings in the Central Business District



(Police Department, City Hall, The Centre and the Hemmens) will begin when practical and as necessary. City staff will remove snow and apply salt to all Central Business District intersection crosswalks the day after the snow storm. This map depicts the areas city staff will remove snow.

The city, by ordinance, does not require property owners to remove snow from any publically owned sidewalk. However, the city encourages all property owners to remove snow from sidewalks to provide

clear transportation points ensuring safety for pedestrians. Building owners are encouraged to clear sidewalks adjacent to their properties and storefronts. In some cases business tenants may be responsible for snow removal on sidewalks based on the terms and requirements outlined in their lease agreement.

PARKING LOTS

The City is responsible for the clearing of public parking lots. This operation shall include the salting and plowing.

SNOW HAULING

The City will haul snow from the CBD area, when, in the judgment of the Public Works Management Staff, snow accumulations are interfering with citizen accessibility to the adjacent businesses.

During normal plowing operations, snow is plowed to the curb for storage. When stored snow becomes too great, hauling of snow will be scheduled when practical.

SNOW REMOVAL RESPONSE CITY WIDE

| | |
|------------|---|
| 4" or Less | Completely clear 12 hours after snow ceases |
| 4" – 8" | Completely clear 24 hours after snow ceases |
| 8" or More | Completely clear 36 hours after snow ceases |

Questions regarding snow removal operations within the Central Business District can be directed to the City by emailing Elgin311@cityofelgin.org or dialing 311.

