

Memorandum

Department of Public Works



TO: Michael O. Geisel, P.E.
City Administrator

FROM: James A. Eckrich, P.E. *JAE*
Public Works Dir. / City Engineer

DATE: March 29, 2018

RE: Parking Restriction on Brae Lane

Please forward to the PPW Committee
for review and direction.

MOGEISEL 3/29/2018

The Braefield Owners Association (BOA) has requested a parking restriction on both sides of Brae Lane, from West Drive to Braefield Drive. In accordance with City of Chesterfield Policy PW-25, the BOA has submitted a letter of support from the Trustees, as well as a petition signed by the area residents. The petition contains the required support of 90% of the residents abutting the parking restriction, as well as 75% of the residents within the general area.

The requested parking restriction has been reviewed by City Staff, and we have no objection to the request. Accordingly, I recommend approval of the parking restriction on Brae Lane from West Drive to Braefield Drive.

Action Recommended

This matter should be forwarded to the Planning and Public Works Committee. Should PPW concur with Staff's recommendation, it should recommend approval of the attached ordinance to the full City Council.



BRAEFIELD OWNERS ASSOCIATION

March 28, 2018

City of Chesterfield
ATTN: James A. Eckrich, PE
Public Works Director / City Engineer
Chesterfield City Hall
690 Chesterfield Pkwy W
Chesterfield, MO 63017-0670

Dear Mr. Eckrich:

This letter is in reference to our communications via the phone and by email on March 9, 2018 (see attached documents).

I shared the information you provided to me with the Braefield Owners Association Board of Directors at our regularly scheduled Meeting on March 20, 2018 regarding what would be required for the Association to petition the City to install no parking signs on the entire length of Brae Lane.

As you are aware Brae Lane is a very short street, with no homes fronting on its length, running between West Drive and Braefield Drive providing access into our subdivision.

On several occasions cars parking along Brae Lane have created a life and property safety concern; whereby emergency vehicles may not have been able to immediately enter the subdivision. The most recent of these occasions was an estate sale held on March 3-4 at one of our homes during which the Chesterfield Police department intervened multiple times in an attempt to control the obstruction caused by cars parked on Brae Lane; which would have prevented firetrucks or other first responders to enter the subdivision using this entrance.

After a discussion about this issue; a review of City Code prohibiting parking "*within thirty (30) feet upon the approach to any intersection or so close to the intersection as to obstruct the normal flow of traffic;*" and a review of the requirements you shared with me necessary to petition the City to install no parking signs on both sides of Brae Lane – the Board of Directors voted unanimously during our March 20 Meeting to circulate a petition to the 29 residents identified by you to ascertain if they are in support of this petition – and if so – to formally ask the City to consider this request.

Beginning on March 20 a petition was circulated to the residents in the designated area. You told me that the Association must show support by the 29 residents in the area nearest Brae Lane as identified by you on the map you provided. This is to include the residents at 15400 and 15380 Braefield Drive and then 75% of the remaining 27 residents shown on your map. Seventy-five percent of 27 homes = 20 homes.

The enclosed petition includes signatures from the residents at 15400 and 15380 Braefield Drive and 20 additional residents living in the designated area closest to Brae Lane.

Please let me know what additional information you may need from the Braefield Owners Association to process this formal request to the City to install no parking signs on both sides of the entire length of Brae Lane between West Drive and Braefield Drive.

Thank you so much for your help as the Braefield Owners Association works with the City to ensure the safety and welfare of all our residents.

If you have any questions, please contact me at slcoopr@aol.com or 636-530-4542.

We look forward to hearing from you once this request has been considered by the City.

Sincerely,



Sherry L. Cooper, President

CC: Braefield Owners Association Board of Directors:
Dennis Whittington, Vice President
Marilyn Kaufman, Treasurer
Steve Brody, Secretary
Bob Chlebowski, Director at Large
Hilary O'Brien, Community Manger / Smith Management Group

ENCLOSURES

NEW BUSINESS C / ATTACHMENT

-----Original Message-----

From: Jim Eckrich <JEckrich@chesterfield.mo.us>
To: Sherry Cooper <slcoop@aol.com>
Sent: Fri, Mar 9, 2018 1:48 pm
Subject: RE: No parking survey limits

Yes, 100% support from the two adjacent property owners. 75% Support from the rest. Signed petition would be fine. I would put each address on the petition and then the property owner could sign indicating he/she is in favor of the parking restriction. Once you have 75% of the required signatures (one per household) you would meet the 75% threshold. Any other questions let me know.

James A. Eckrich, P.E.
Public Works Director / City Engineer
City of Chesterfield
(636) 537-4764

From: Sherry Cooper [mailto:slcoop@aol.com]
Sent: Friday, March 09, 2018 1:41 PM
To: Jim Eckrich <JEckrich@chesterfield.mo.us>
Subject: Re: No parking survey limits

Thank you so much for the call and the guidance.

Just to be sure before our next Board Meeting where this will be discussed, you said universal support by the two home Owners at 15380 Braefield Drive and 15400 Braefield Dr and then 75% support from the Owners shown on your map in the shaded area.

Also, if the Board approves moving forward with this - would I show you the support of the affected Owners by a signed petition? Letters? Let me know.

Thank you again for your help.

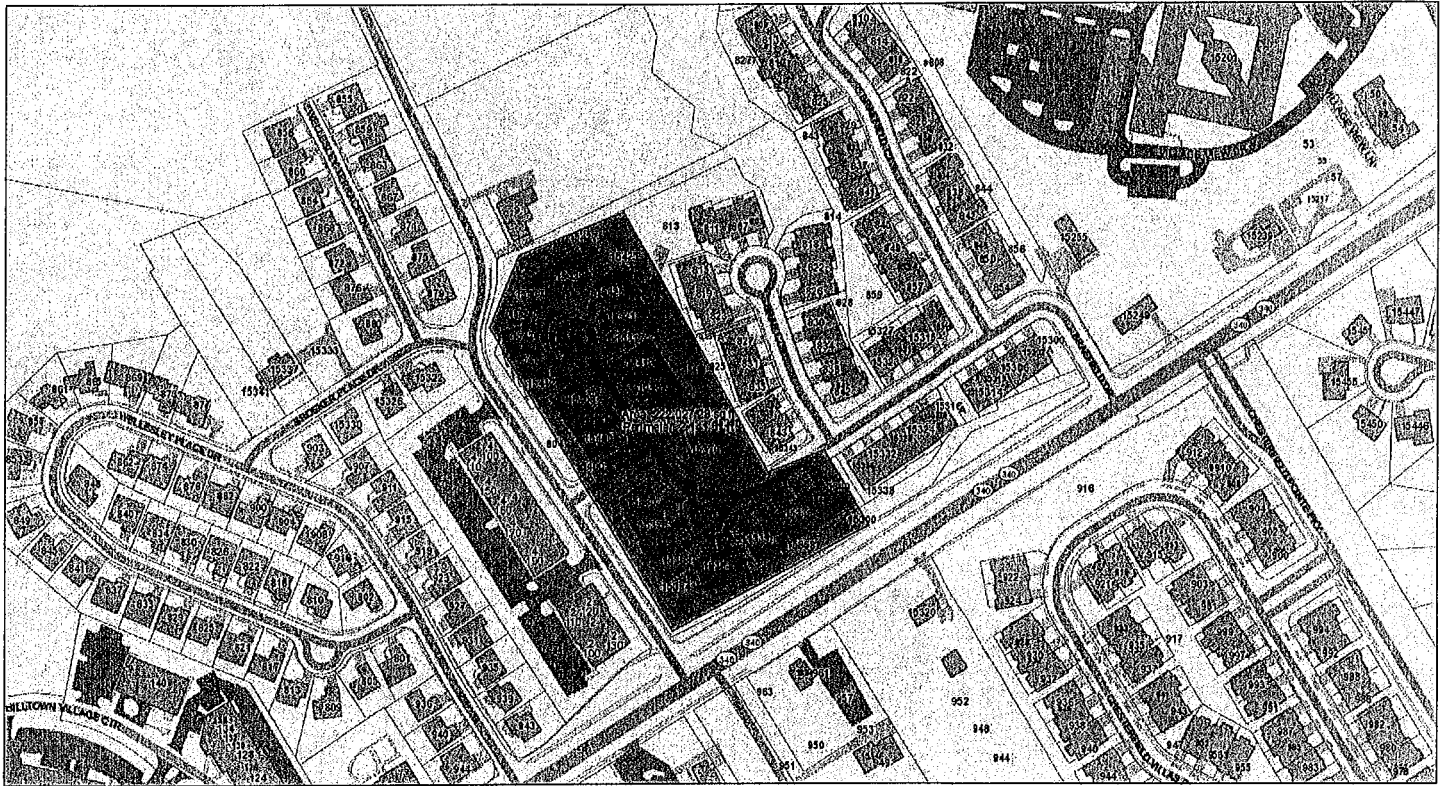
Sherry L. Cooper | President
Braefield Owners Association
15368 Braefield Drive
Chesterfield, MO 63017
636-530-4542 | Home
314-378-6621 | Mobile
slcoop@aol.com

-----Original Message-----

From: Jim Eckrich <JEckrich@chesterfield.mo.us>
To: slcoop <slcoop@aol.com>
Sent: Fri, Mar 9, 2018 1:36 pm
Subject: No parking survey limits

Sherry, as discussed attached is the map. Once you have surveyed the area residents please provide the results to me, along with a letter detailing the formal request for the parking restriction. Any questions or problems let me know.

James A. Eckrich, P.E.
Public Works Director / City Engineer
City of Chesterfield
(636) 537-4764

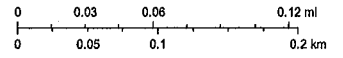


March 9, 2018

Address and Unit Labels

□ Parcels

1:2,512



Eeri, Inc., City of Chesterfield, Missouri

This Map has been prepared from the most reliable information obtainable. We cannot, however, due to circumstances beyond our control, guarantee complete accuracy. Any errors or omissions brought to our attention will be appreciated and will be corrected in subsequent updates.

Petition to the City of Chesterfield to Install No Parking Signs on the Length of Brae Lane

Brae Lane is a 180' Street Providing Access into the Braefield Subdivision (no homes front on this short street).

Those signing the petition below support this request made on behalf of the Braefield Owners Association. The two indicated with an * must support the proposal. 75% of the remaining 27 residents (meaning 20 residents) must support the proposal (one signature/vote per home). For information please contact Braefield Owners Association President Sherry L. Cooper at 636-530-4542 or slcoopr@aol.com.

NAME:	STREET ADDRESS:	SIGNATURE:	DATE:
1. ED & SUE HIGGINS	15340 BRAEFIELD DR	<i>Edward A. Higgins</i>	3/25/18
2. JOE BALK ESTATE (FOR SALE)	15344 BRAEFIELD DR		
3. MARLENE MARENGO	15348 BRAEFIELD DR		
4. ROSE VANDEVENTER	15352 BRAEFIELD DR	<i>Rose Vandeventer</i>	3/26/18
5. FLOYD & DONNA BRUMLEY	15356 BRAEFIELD DR	<i>Floyd R. Brumley</i>	3/27/18
6. ALLAN & MARILYN KAUFMAN	15360 BRAEFIELD DR	<i>M Kaufman</i>	3.20.18
7. JAMES & HILDA GIGANTI	15364 BRAEFIELD DR	<i>Hilda Giganti</i>	3.25.18
8. SHERRY L COOPER	15368 BRAEFIELD DR	<i>Sherry L Cooper</i>	3.23.18
9. DAVE KRAKAUSKAS	15372 BRAEFIELD DR	<i>Dave Kruskas</i>	3.26.18
10. JOE PODORSKI	15375 BRAEFIELD DR	<i>Joe Podorski</i>	3.26.18
11. GORDON & SHARON BURKHART	15376 BRAEFIELD DR	<i>Sharon Burkhardt</i>	3-27-18
12. KEVIN & JANE WHELAN	15379 BRAEFIELD DR	<i>Kevin Whelan</i>	3-28-18
13. JACK ROGERS*	15380 BRAEFIELD DR	<i>Jack Rogers</i>	3.21.18
14. ROBERT & LINDA CHLEBOWSKI*	15400 BRAEFIELD DR	<i>Robert Chleboski</i>	3/20/18
15. DONNA THUM	15401 BRAEFIELD DR		
16. AUDREY ZEUSCHEL	15404 BRAEFIELD DR	<i>Audrey Zeuschel</i>	3/25/18
17. JAMES & NANCY DAHIR	15405 BRAEFIELD DR		
18. BOBBIE CHASKELSON	15408 BRAEFIELD DR	<i>(Bobbie) Bobbette Chaskelson</i>	3/25/18
19. RON KOOTMAN	15409 BRAEFIELD DR	<i>Ron Kootman</i>	3/23/18
20. HELEN HILKE	15412 BRAEFIELD DR	<i>Helen Hilke</i>	3.25.18
21. CLIFF & MERLE WINTER	15413 BRAEFIELD DR	<i>Clifford Winter</i>	3-20-18
22. WARREN & ROSE BECKER	15416 BRAEFIELD DR	<i>Rose Becker</i>	3.20.18
23. LEE BARIS (FOR SALE)	15417 BRAEFIELD DR		
24. PETE & MARY JO KREJCI	15420 BRAEFIELD DR	<i>Mary Jo Krejci</i>	3-26-18
25. JOHN YOKUBAT	15421 BRAEFIELD DR	<i>John Yokubat</i>	3.25.18
26. DAVID & RENE ROYSE	15425 BRAEFIELD DR		
27. JEANNE MARGULIS (FOR SALE)	15429 BRAEFIELD DR		
28. ADRIENNE & RANDY MELLOVITZ	15433 BRAEFIELD DR	<i>Adrienne Mellovitz</i>	3/25/18
29. LORETTA GEIST	15437 BRAEFIELD DR	<i>Loretta Geist</i>	3-26-18

**CITY OF CHESTERFIELD
POLICY STATEMENT**

PUBLIC WORKS		NO.	25
SUBJECT	Parking Restrictions	INDEX	PW
DATE	2/20/02	DATE	5/01/2017
ISSUED		REVISED	

POLICY

Federal, State and County Roadways

All requests for parking restrictions on Federal, State and County roads will be forwarded to the appropriate agency for their consideration and approval.

City Public Streets – Subdivision

All resident requests for parking restrictions on City of Chesterfield Public Streets, within a subdivision, must be submitted in writing to the City Engineer. The request will be forwarded to the appropriate subdivision trustees, who, if they support the request, must survey, or otherwise verify to the City Engineer that there exists among the residents a 75% level of support within the general area for the parking restriction, and a 90% level of support among property owners immediately adjacent to the area where parking restrictions are proposed. Immediately adjacent refers to those properties that have frontage where parking is to be restricted on the same side of the street or on the opposite side of the street.

For the purpose of this policy, the “general area” is defined as the area within the subdivision and a 500 foot radius of the proposed parking restriction. If the parking restriction is proposed on a cul-de-sac, the general area is limited to those residents who have driveway access on the street containing the cul-de-sac.

If the required levels of support are met, a draft of an ordinance calling for the parking restriction shall be submitted to the Planning and Public Works Committee for review and then, if approved by the Committee, forwarded to City Council for consideration.

If the required levels of support are not met, the Department of Public Works shall review the request and prepare a recommendation based upon traffic engineering principles and forward same to the Planning and Public Works Committee for review and consideration. Said recommendation shall include the original written request, data provided by the Trustees, traffic volumes, and accident history.

City Public Streets - Non-Subdivision

All requests for parking restrictions on City Public Streets that are not located within a subdivision must be submitted in writing to the City Engineer. The Department of Public Services shall then conduct a survey of those property owners who are immediately adjacent to the area where parking restrictions are proposed. A 75% level of support among property owners immediately adjacent to the area where parking restrictions are proposed is required. If the required levels of support are met, a draft of an ordinance calling for the parking restriction shall be submitted to the Planning and Public Works Committee for review and then, if approved by the Committee, forwarded to City Council for consideration.


If the required levels of support are not met, the Department of Public Services shall review the request and prepare a recommendation based upon traffic engineering principles and forward same to the Planning and Public Works Committee for review and consideration. Said recommendation shall include the original request, the survey of the adjacent property owners, traffic volumes, and accident history.

City Private Streets

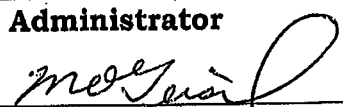
Any resident requesting a parking restriction on a private street shall be notified that the street is private and referred to the street owner or subdivision trustees.

Per the codified ordinances of the City of Chesterfield, the obligation and responsibility for installation and maintenance of appropriate traffic control devices rests with the City Engineer. This policy shall in no way interfere with the obligations assigned to the City Engineer by the Traffic Code.

RECOMMENDED BY:

 3/1/2017 PPW Committee 3/23/2017
Department Head/Council Committee (if applicable) / Date

APPROVED BY:

City Administrator Date
 5/1/2017
City Council (if applicable) / Date

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 300, SCHEDULE IX OF THE MODEL TRAFFIC ORDINANCES OF THE CITY OF CHESTERFIELD BY ADDING PROVISIONS THERETO TO RESTRICT PARKING ON BRAE LANE.

WHEREAS, the City of Chesterfield has received a request from the Braefield Owners Association to restrict parking on both sides of Brae Lane; and,

WHEREAS, the Braefield Owners Association has obtained the required signatures supporting the parking restriction, in accordance with City of Chesterfield Policy PW-25; and,

WHEREAS, the City Engineer has reviewed the request and has no objection to the desired parking restriction; and,

WHEREAS, the Planning and Public Works Committee, having considered said request, recommended approval of the restriction of parking on both sides of Brae Lane from West Drive to Braefield Drive;

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CHESTERFIELD, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1. Section 300, Schedule IX of the Model Traffic Ordinances as it relates to Parking Restrictions is hereby amended by adding provisions thereto as follows:

<i>Part of Road or Street Where Parking is Regulated</i>	<i>Parking Restriction</i>
Brae Lane, both sides of street, From West Lane Drive to Braefield Drive	No Parking Anytime

Section 2. This ordinance shall be in full force and effect from and after its passage and approval.

Passed and approved this _____ day of _____, 2018.

PRESIDING OFFICER

Bob Nation, MAYOR

ATTEST:

Vickie Hass, CITY CLERK

FIRST READING HELD: