

# **CITY OF NAPERVILLE COMMUTER PARKING RULES AND REGULATIONS**

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## **INTRODUCTION**

The City of Naperville commuter parking regulations are established in the Municipal Code. The code provides for the City Manager to enact Rules and Regulations to implement the code provisions and inform commuters of parking policies. The City of Naperville Commuter Parking Rules and Regulations outline the City's parking policies for commuter parking spaces, motorcycle/scooter parking and bicycle parking at the Naperville and Route 59 Metra Stations.

The Rules and Regulations shall be made available on the City of Naperville website. Copies of the rules will be provided upon request. The City reserves the right to amend these regulations without notice.

Questions regarding these Rules and Regulations may be directed to the City of Naperville Commuter Call Center at (630) 305-5330 or email [commuter@naperville.il.us](mailto:commuter@naperville.il.us). Commuter services are also available through the City of Naperville Transportation, Engineering, and Development Business Group, located in the Naperville Municipal Center (400 S. Eagle Street).

## **DAILY FEE PARKING RULES AND REGULATIONS**

Daily fee parking spaces are available at the Naperville and Route 59 Metra Stations for use by commuters on a first come, first served basis. All spaces are daily fee and must be paid for by the vehicle's license plate. All commuters must park in designated commuter parking spaces. Please see the links to the maps posted on the city's [commuter parking webpage](#).

### **Daily Fee Payments**

Once parked, commuters must pay the appropriate fee at the pay machines located near the station platforms or by phone or mobile app. Payment must be made at the time the vehicle is parked. It is the commuter's responsibility to enter the correct license plate and PayByPhone zone number when making the payment. Failure to enter the correct license plate or pay immediately may result in a parking citation being issued. No refunds are issued for license plates that are entered incorrectly unless the city is notified immediately. If the incorrect license plate is entered accidentally, the commuter should repurchase the parking with the correct license plate and contact the city for a refund of the incorrect license plate payment. If a refund is not possible, the commuter will be offered a SmartCard with the balance owed to them.

The pay machines are located as follows:

- Naperville Metra Station – east and west sides of the train station building.
- Route 59 Metra Station\* – north side of the train tracks, adjacent to the north platform.

\*The Route 59 Station is a shared station; the City of Aurora manages the parking facilities on the south side of the tracks. Commuters parking on the south side of the tracks must use the pay machines on the south platform, and commuters parking on the north side of the tracks must use the pay machines on the north platform.

## Fees

The commuter parking rates are established in the Municipal Code. The rate schedule may be amended by the City Council from time to time and the latest adopted fee schedule shall apply whenever enacted.

The fees as of January 1, 2024, are:

- Daily: \$3.00
- Weekly: \$14.25
- Monthly: \$54.00

The city offers the option to purchase parking by the day, week or by the month. All options are available at the pay stations located at the train stations, and through the mobile payment application. Weekly parking purchases are discounted by 5% from the daily rate and monthly parking purchases are discounted 10% from the daily rate. There is no guarantee of an available space with the purchase of weekly or monthly parking. There are no refunds for unused days for a week or month.

The City of Naperville offers “preferred parking” for seniors aged 65 years and older and expectant mothers. Preferred parking is available at both stations and is closer to the station for easier access. These spaces have signs indicating that they are reserved for these populations and are shown on the parking maps for both stations. Payment is still required for these spaces.

## Payment Options

The City of Naperville daily fee parking machines accept cash, City accepted credit cards, Smart Cards, and payment by phone as detailed below. **Payment is due at the time the vehicle is parked; violators are subject to ticketing.**

- **Cash** – The daily fee machines accept coins and \$1, \$5, \$10, and \$20 cash. Exact payment is recommended; no refunds for overpayment are given at the machines. The machines provide a refund receipt that must be submitted for refund to the Finance Department.
- **Smart Card** – Smart Cards are reusable and may be pre-loaded with up to \$100 for payment of daily fee parking. Funds may be added to the Smart Cards at any of the City’s daily fee payment machines or at the Naperville Municipal Center. New Smart Cards may be obtained at the Naperville Municipal Center. The City will also mail Smart Cards upon request.
- **Credit Card** – City accepted credit cards may be used for daily fee payment. Credit card payments shall be subject to a service fee for each transaction; the City of Naperville reserves the right to modify the service fee without advance notice to commuters.
- **Mobile Payment** – The City of Naperville contracts with a vendor to provide a mobile payment option. Commuters must register with the vendor to use this payment option. A service fee shall apply to each phone transaction; the City of

Naperville reserves the right to modify the service fee without advance notice to commuters. **Mobile payment is due at the time the vehicle is parked; violators are subject to ticketing.**

### **PERMIT PARKING AND WAITLISTS**

The City of Naperville does not issue parking permits nor maintains waitlist(s) for parking permits.

### **Reverse Commuter Parking Option**

The City of Naperville no longer offers a permit for reverse commuters. Reverse commuters should pay the daily fee and park overnight in a commuter parking lot. Overnight parking in on-street spaces is not permitted.

### ***Vanpool***

Reverse commuters are encouraged to use the Pace Metra Feeder Vanpool Program. The Vanpool program allows Pace vans to be parked at the Metra Station overnight using a reverse commuter parking hang tag at no charge. Participants commute to Naperville by Metra train service and then use the Pace van to commute from the station. More information about joining the Pace Metra Feeder Vanpool Program is available at [www.pacebus.com](http://www.pacebus.com).

## **MOTORCYCLE AND SCOOTER/MOPED PARKING**

Motorcycle and scooter/moped parking is provided at the Naperville and Route 59 Metra Stations. A map of the parking locations is available on the City's website and additional information is provided in the following pages.

**Figure 1. Example of a moped or scooter**



### **Motorcycle Parking**

The City of Naperville provides specific motorcycle parking at the Naperville and Route 59 Metra Stations. Motorcycles may also park in regular vehicle spaces.

#### ***Free Motorcycle Parking***

Free motorcycle parking spaces are uncovered and available on a first come, first served basis. A map of the motorcycle parking areas is available on the City's website. Free motorcycle parking is provided in the following locations:

- Naperville Metra Station – North side of the train tracks.
- Route 59 Metra Station – North side of the train tracks on the east perimeter of the commuter parking lot.

#### ***Motorcycle Permit Parking***

Motorcycle permit parking is located at the Naperville Metra Station, on the south side of the train tracks, under the canopy west of the train station building. Motorcycle permits shall be issued for the twelve (12) month period effective March 1 – February 28 of each year. The annual fee for the permit is \$48.00. The fee shall not be prorated, nor will any refund be made for unused portions of the year. Permits for the assigned space must always be displayed while the vehicle is parked. The permit shall be attached to the vehicle's rear license plate. Failure to display the proper permit will constitute a violation. Motorcycles may be ticketed and/or towed for failure to display a parking permit.

### **Scooter Parking**

Scooters or mopeds are required to park in designated motorcycle areas. Violators shall be subject to ticketing. Scooters are not permitted to park in bicycle parking areas. Scooters parked in designated bicycle parking areas may be ticketed.

## **BICYCLE AND STAND-ON ELECTRIC SCOOTER PARKING**

Free bicycle and stand-on scooter parking is available at the Naperville and Route 59 Metra Stations. A map of the bicycle parking locations is available on the City's website. Electric scooters that riders stand on may park at the bicycle parking.

**Figure 2. Example of a stand-on electric scooter**



Commuters are responsible for securely locking all bicycles; the city assumes no responsibility for lost or stolen bicycles.

The City reserves the right to remove bicycles from the train station area that are deemed to be abandoned or parked in an unpermitted location. Advanced notice of the intent to remove a bicycle shall not be required.

### **Bicycle Locker**

The city has 10 bicycle lockers for rent at the Route 59 commuter lot. The lockers may only be used for bicycles, e-bikes, and stand-on electric scooters.

Bicycle lockers shall be issued for the twelve (12) month period effective March 1 – February 28 of each year. To rent a bicycle locker; the applicant must:

Complete an application, and:

- Pay a \$50.00 non-interest-bearing deposit.
- Pay a \$24.00 annual fee.

The deposit is refundable upon return of the locker key to the City of Naperville. The deposit will be forfeited if the lock or locker is damaged, or if the key is lost. The annual fee shall not be prorated, nor will a refund of the annual fee be issued. Any malfunction of the lock should be immediately reported to the city for repair.

The City maintains the right to have access to each bicycle locker. E-bikes and stand-on scooters may park in the lockers, but scooters or mopeds may not.

**ACCESSIBLE PARKING**

Accessible parking spaces are available in the Burlington, Parkview, and Route 59 commuter parking lots.

Vehicles displaying a registration plate, parking decal or device designating the vehicle as operated by or for a person with disabilities (pursuant to the Illinois Vehicle Code) shall be exempt from commuter parking payment requirements when parking in commuter parking lot spaces reserved for persons with disabilities.

This parking privilege is strictly limited to the person to whom the special registration plates, special decal or device were issued and to qualified operators acting under their express direction while the person with disabilities is present.



## **TOW-AWAY ZONE AND PARKING CITATIONS**

Vehicles parked in any commuter parking facility, including on-street commuter parking spaces, shall be subject to the applicable parking rules as defined by City ordinances.

### **Tow-Away Zone**

The parking lots serving as commuter facilities have been designated by City ordinance as tow-away zones and will be appropriately posted as such. Violations may result in the towing of vehicles at the expense of the owner.

Violations resulting in parking penalties and/or towing of vehicles include the following:

- Parking in a commuter facility without paying for a space.
- Parking in areas reserved for buses or kiss-and-ride.
- Violating time restrictions posted for the designated lot or on-street parking.
- Having an unpaid City parking ticket.

The City reserves the right to ticket and/or tow, suspend and/or revoke a commuter parking permit for any or all of the above rules.

### **Parking Citations**

Commuters are responsible for paying for all parking violations issued by the City of Naperville. The City reserves the right to suspend and/or revoke a commuter parking permit for an unpaid City parking ticket.

## **PARKING HOLIDAYS AND EXEMPTIONS TO REGULATIONS**

The commuter lots may be used without a permit or daily fee payment from 6:00 p.m. until 6:00 a.m., Monday through Friday, and all-day Saturday, Sunday or on City-designated parking holidays. City-designated parking holidays are:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving
- Day after Thanksgiving
- Christmas Day