



Village of Poplar Grove – Board Meeting Memo

Kristi Richardson

February 3, 2026

****Subject:****

Parking Ordinance

1. Background:

The Village of Poplar Grove, under Title IV – Motor Vehicles and Traffic, Chapter 1, Traffic Regulations provides the bases of how and where motor vehicles may be parked.

2. Current Status:

There have been instances of vehicles, both private and commercial, parking for extended periods of time on public roadways, to the extent the parking was being treated as storage. The current ordinance does not have provisions for commercial vehicles, and contradictory penalty structures.

3. Fiscal Impact:

Fiscal impacts will be any legal counsel needed, codification of the updated ordinance, fee collection on any code enforcement situation not in compliance.

4. Legal Review (if applicable):

At the time of the code enforcement infractions legal was briefed on the issues and provided guidance.

5. Recommendation:

We recommend the following:

4-1-1, Section D - add an exception for moving vehicle used to assist residents/business moving in and out, extending the requirement time to 48 hours.

NEW: add a section for Commercial vehicles that defines where they can park and how long they can park. Also, should have an exception for active work sites. This should include trailers.

4-1-1, Section F: Unattended Vehicles Parked in the Right-of-Way, number 1 – change the period of unattended from 7 days to 48 hours.

4-1-1 Section F, number 2 – change the period of unattended from 7 days to 48 hours

4-1-1, Section F, number 3 – the penalty should be changed to reference our general penalty provision 1-4-1

4-1-1, Section J: Penalty – this section should be changed to reference our general penalty provision 1-4-1

4-1-1-2, Parking during Snowfall, Section G: Penalty - this section should be changed to reference our general penalty provision 1-4-1, Leave the driver of the vehicle....

NEW: Towing – The Boone County Sheriff's Department will no longer tow abandoned vehicles to the county lot on behalf of a municipality. We recommend establishing a contract with a local towing company. If so, then a towing process provision should be added to the ordinance.

6. Supporting Documents (if applicable):

Attached – Parking Ordinance Title IV – Motor Vehicles and Traffic

Not Applicable

****Signature:****

Kristi Richardson

Village President