



# Agenda Item

## City Traffic Commission

---

Item #: 4.7.

4/9/2025

File #: 25-0201

---

**TO:** Chair and Members of the City Traffic Commission

**THRU:** Larry Tay, City Traffic Engineer

**FROM:** Gabrielle Hayes, Principal Civil Engineer

### 1. SUBJECT

Request for permit parking on both sides of N. Mallard Street, from E. Locust Avenue to E. Jackson Avenue.

### 2. SUMMARY

This request is to implement permit parking on N. Mallard Street, which is adjacent to Permit Parking Area L.

### 3. RECOMMENDED ACTION

1. Approve the implementation of permit parking on N. Mallard Street, from E. Locust Avenue to E. Jackson Avenue.
2. Forward to the City Council for final action.

### 4. FISCAL IMPACT

None. Implementation involves minimal staff time and minimal expenditures that have already been approved in the City's operating budget.

### 5. STRATEGIC PLAN GOALS

Goal 5: Improve Infrastructure, Mobility, and Technology

### 6. DISCUSSION AND BACKGROUND

#### Background

A property owner on N. Mallard Street submitted a request to initiate the process for permit parking on a total of five streets adjacent to existing Permit Parking Area L (established in 2007): E. Jackson Avenue, E. Monroe Avenue, E. Locust Avenue, N. Mallard Street and N. Morgan Street. The extents of the requested streets are shown on the attached Area Map. In accordance with the City's Neighborhood Permit Parking Program (NPPP), staff performed an initial screening of the study area to determine the following:

1. Whether each street is eligible to be considered for permit parking; and
2. If so, does said street lie within a City-defined permit parking opportunity area with streamlined procedures.

Because each of the above streets is eligible for permit parking and outside of a City-defined permit parking opportunity area, minimum levels of parking occupancy and property owner support must be met to recommend permit parking. Both are discussed below.

**Parking Occupancy Study**

Staff mapped and counted the number of legal parking spaces for each of the streets in the study area. The proponent provided staff with the days and times when parking demand in the neighborhood was believed to be at its highest. Staff then conducted the parking observations during those report hours. Per the City’s NPPP, a street parking occupancy rate of 75% is required to qualify for permit parking. N. Mallard Street was the only street to exceed the 75% threshold, with an average parking occupancy of 79%.

N. Morgan Street (7%), E. Jackson Avenue (37%), E. Monroe Avenue (54%), and E. Locust Avenue (44%), each failed to meet the 75% parking occupancy threshold.

**Petition Results**

Because the parking occupancy exceeded the minimum 75% threshold only on N. Mallard Street, a petition was circulated for those residents (the other streets were not included). The petition letter and a list of permit parking advantages and disadvantages were provided by the Traffic Division to each of the resident property owners and absentee property owners on the candidate streets. The table below shows the results of the neighborhood polling.

| Affected Streets  | Households In Favor |     | Households Opposed |    | Unreturned |    |
|-------------------|---------------------|-----|--------------------|----|------------|----|
| N. Mallard Street | 11                  | 85% | 1                  | 7% | 1          | 7% |

The final results of the petition process indicate that Mallard Street meets the required minimum 75% of property owners in favor of the permit parking program.

**Findings**

Through the parking occupancy studies, staff have documented a consistently high demand for on-street parking on N. Mallard Street. Since the level of demand for parking exceeds the minimum requirements under the City’s NPPP, permit parking is recommended on the aforementioned street.

The following should be kept in mind:

1. Under the NPPP, property owners on any adjacent street experiencing spillover may request to initiate permit parking within a year without having to pay the application fee. Parking occupancy, petition thresholds, and other requirements in effect at the time would still apply.
2. Any vehicle parked in a designated parking-by-permit area without a permit is subject to citation. Parking permits do not supersede the street sweeping restrictions in the neighborhood.

**7. ATTACHMENTS**

- Letter of Request
- Notification Letter

- Area Map
- Site Sketch & Petition Area Map

3. Approve the implementation of permit parking on N. Mallard Street, from E. Locust Avenue to E. Jackson Avenue.
4. Forward to the City Council for final action.