



# CITY COUNCIL AGENDA REPORT

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MEETING DATE: JANUARY 19, 2016

ITEM NUMBER: OB-2

**SUBJECT:** SECOND READING OF ORDINANCE NO. 16-02: AN ORDINANCE OF THE CITY OF COSTA MESA, CALIFORNIA, ADOPTING CODE AMENDMENT CO-15-07, AMENDING TITLE 10, CHAPTER XI (STOPPING, STANDING, OR PARKING RESTRICTED OR PROHIBITED ON CERTAIN STREETS), ARTICLE 3 (PARKING BY PERMIT ONLY) RELATED TO RESIDENTIAL PARKING RESTRICTIONS

**DATE:** JANUARY 7, 2016

**FROM:** PUBLIC SERVICES DEPARTMENT – TRANSPORTATION SERVICES DIVISION

**PRESENTATION BY:** ERNESTO MUNOZ, PUBLIC SERVICES DIRECTOR

**FOR FURTHER INFORMATION CONTACT:** RAJA SETHURAMAN, MANAGER,  
TRANSPORTATION SERVICES (714) 754-5343

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## **RECOMMENDATIONS:**

1. Consider second reading of Ordinance No 16-02 (Attachment 1), adopting Code Amendment CO-15-07, amending Title 10, Chapter XI (Stopping, Standing or Parking Restricted or Prohibited on Certain Streets), Article 3 (Parking by Permit Only) related to residential parking restrictions.
2. Approve the revised “Guidelines for Consideration of Installation or Removal of Resident Only Permit Parking” (Attachment 2).

## **BACKGROUND:**

At the January 5, 2016 City Council meeting, City Council considered and approved Ordinance 16-02, related to the residential permit parking program, for first reading. In an effort to make the process of establishing “resident only” permit parking more efficient and to better administer the existing program, the Council approved several changes to the program. These included the criteria for establishing the permit program, the type and number of permits that may be issued, and other items related to program administration. The report presented by staff at the January 5<sup>th</sup> meeting is included herein as Attachment 3.

## **ANALYSIS:**

Ordinance No. 16-02, Attachment 1, includes the recommended changes to the “resident only” permit parking program, as approved by the City Council. The redline version, included as Attachment 4, shows the changes made by City Council to the initial staff proposal. The following is the summary of changes to the “resident only” permit parking program.

- Permit parking requests will only be considered in single-family neighborhoods with R-1 zoning.

- Require petitions with a majority, fifty-one (51) percent support, to initiate a resident permit parking study.
- The determination of need for the permit parking program will be based on usage of on-street and off-street parking. The threshold for this determination is seventy (70) percent of on-street and visible off-street parking (driveways) available to residents.
- Limit the number of permits to three (3) per eligible household, so that the available parking can be better managed on residential streets where permits are required. Additional permits will be considered based on the documented need for those permits due to complete usage of all available off-street parking for vehicles, including garage spaces. This request shall be approved by the Public Services Director or his designee. The permits shall be “hanger” type and interchangeable among vehicles.
- Limit the number of guest permits to one hundred (100) per eligible household per year. Residents may request an additional twenty five (25) guest permits for specific events at their residence.
- Eligible households are defined as those on a designated permit parking street and single-family households located within 250 feet of the permit parking street.
- Establish parking zones to limit parking accessibility of a permit holder within their parking zone. Permits will be color coded or uniquely marked to identify the parking zone.
- The permits in each zone will need to be renewed every three (3) years. All current permits will expire in 2018 and will need to be renewed. A two-month renewal period will be provided for each zone and residents will be notified two (2) weeks in advance of the need for renewal.

Attachment 2 includes the revised guidelines that incorporate the above City Council recommendations to the “resident only” permit parking program. Staff requests City Council’s approval of these guidelines for administration of the program.

Staff will begin implementing the above recommendations following Council’s approval of the second reading. This item will be returned to City Council in one (1) year to provide an update on the program implementation.

**ALTERNATIVES CONSIDERED:**

The City Council could choose to approve only some of the above-proposed changes. Staff will modify the Ordinance to reflect the recommended changes.

**FISCAL REVIEW:**

There is no fiscal impact with this item.

**LEGAL REVIEW:**

The City Attorney’s Office has prepared the draft ordinance and the recommended changes to the Residential Permit Parking Guidelines.

**CONCLUSION:**

At the January 5, 2016 City Council meeting, the Council considered and approved Ordinance 16-02, related to the residential permit parking program, for first reading. The

attached Ordinance No. 16-02 includes several changes to the “resident only” permit parking policies, processes, and procedures. The attached guidelines will be used by staff to administer the program. Staff requests the City Council to consider the second reading of the Ordinance and approve the guidelines for permit parking.

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**ERNESTO MUNOZ**

Public Services Director

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**RAJA SETHURAMAN**

Transportation Services Manager

ATTACHMENTS:    1    [Ordinance 16-02](#)  
                          2    [Resident Only Permit Parking Guidelines](#)  
                          3    [\(Proposed\) City Council Agenda Report of 01-05-16](#)  
                          4    [Redline Version of Ordinance 16-02](#)

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