



CITY COUNCIL MEMORANDUM

FROM: Planning Department **DATE:** April 13, 2026
SUBJECT: TR26-02, Ordinance No. 3950, amending Chapter 54, Article XI
Residential Permit Parking Zone
PRESENTER: Cori Reaume, Planning Director

SUMMARY:

The intent of this ordinance is to provide modifications to the Residential Permit Parking Zone ordinance to streamline the administration of the permit parking program in Hometown.

GENERAL DESCRIPTION:

The City adopted “Residential Permit Parking Zone” regulations in 2019. The intent was to establish a process by which certain HOAs could enter into an agreement with the City for issuance of on-street parking permits. This stemmed from a recommendation in the Vision2030 Plan, and applies only to “urban village” environments where there is an intentional mix of residential and commercial uses. It is intended to ensure commercial and multifamily property users are not causing a negative impact by utilizing all on-street parking in adjacent residential areas.

The Home Town East NRH Owners’ Association then entered into an agreement with the City in July of 2019 consistent with the adopted ordinance.

As the Home Town area has continued to develop, and as the entities (City and HOA) have been able to evaluate the current processes, it has been determined that an update to the Agreement would be beneficial to all parties. This would be the first revision to the agreement since its original adoption.

Staff have worked extensively with the HOA board and management company to review existing practices, opportunities to streamline processes, and provide clarity for interpretation within the agreement. Prior to renewing the agreement between Home Town East and the City, there are some modifications recommended to Chapter 54, which are outlined in the attached redlined draft and incorporated into the proposed Ordinance.

A summary of this ordinance ‘clean-up’ effort is provided below:

- Modifications to align with current practice of the HOA issuing permit stickers, placards, etc. rather than City staff issuing the permits.
 - Rather than providing applicant information to the City for review and approval, the HOA would provide notification of issued or denied permits. The City would then have authority to request a revocation of a permit, if



necessary, but would not become a bottleneck within the permit approval process.

- Allowance for other forms of proof of residence than a Driver's License, as we have some residents who maintain a permanent residence elsewhere, but do reside within the zone. (College students, military service members, etc.)
- Requirement for applicable signs to be placed prior to any enforcement into expanded areas.

There are no significant changes recommended to the way the current program is operating at this time. These proposed changes are simply to incorporate changes deemed necessary since the implementation of the permit parking zone program.

If approved by the City Council, an Agreement renewal (including these changes) may be executed by the City Manager.

RECOMMENDATION:

Approve Ordinance No. 3953.