

ON-STREET PARKING REMOVAL POLICY AND GUIDELINES

1. **Concerns** – All valid on-street parking concerns, either from City Council, staff or residents, are received by the Public Works Department Traffic Engineering Division. The Traffic Engineering Division will respond to the concern acknowledging receipt and, if needed, ask for more information.

2. **Investigation** – If a valid concern is presented, the Traffic Engineering Division, in coordination with City of College Station Fire Department (CSFD), may conduct an investigation. The investigation may include observing street width, traffic patterns, counting parked vehicles, taking pictures, identifying fire hydrant locations, and consulting with other City departments including, the Police Department, and the City Attorney's Office. The CSFD will evaluate the impact that on-street parking has on emergency vehicle access.

- a. **Public Safety Concern.** If it is determined by the City Manager that parking should be removed because of a public health, safety or operational concern, regardless of street width, an investigation may not need to be completed.
- b. **Design Standard Guidelines.** Minimum design standards are used as a guideline to determine if parking should be removed to maintain safe access for emergency and public service vehicles on local streets in existing neighborhoods. To support the efficiency and effectiveness of public services, while considering the current street widths and public needs, the following guidelines are used in an investigation to determine parking suitability on local residential streets:
 - i. **Streets under 27' wide.** On-street parking may be removed.
 - ii. **Streets 27' and up to 32' wide.** On-street parking may be removed on one side of the street.
 - iii. **Streets over 32' and up to 38' wide.** On-street parking is allowed on both sides of the street.
 - iv. **Streets over 38' wide and greater.** These are Collector roadways and may require bicycle facilities and on-street parking may be removed.
 - v. **Streets less than 38' wide,** but that are designated or constructed as a Collector roadway. These may require bicycle facilities and on-street parking may be removed.

3. **Recommendation and TMT** – The Traffic Engineering Division will present the investigation results to the Traffic Management Team (TMT). The TMT may give further guidance, direction, and recommend approval or denial. If the TMT recommends no parking removal, then no further action is needed. The Traffic Engineering Division will contact the person making the complaint of any TMT direction.

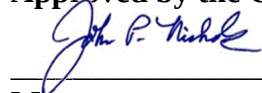
4. Public Meeting – If deemed necessary for parking removal, a public meeting will be held for public input and notice. Meeting notices will be mailed to residents, including tenants and property owners adjacent to the parking removal street at least 10 days before the meeting. The meeting notice should include the streets that are proposed for parking removal, the date, time and meeting location, and the City’s representative’s contact information. Based on feedback and input from the public meeting, the parking removal may be presented back to the TMT or move forward for City Council direction.

5. TMT Follow-Up – The public meeting feedback may be presented to the TMT or the City Council Transportation and Mobility Committee for further direction if needed. The TMT or Transportation and Mobility Committee may make changes to the proposed parking removal based on public feedback or may choose to proceed directly to City Council.

6. City Council – The parking removal ordinance, map, public meeting feedback, and the TMT and/or City Council Transportation and Mobility Committee’s recommendation are included City Council’s agenda packet. Based on the TMT and the public meeting input, the City Manager will determine whether to place the parking removal agenda item on the consent or regular agenda. The City Council may approve, approve with modifications, or deny the parking removal request.

7. City Manager – If a public health or safety concerns is present the City Manager may change or alter this policy.

Approved by the City Council and Effective on November 24, 2025.



Mayor