

Memorandum

To: Mayor and City Council Members

From: Melissa Reynolds, P.E., MPA, CFM, City Engineer

Through: Steve Parker, City Manager

Subject: Discussion on Parking Restrictions on one or both sides of Jay Road and/or Larkin Drive

Date: March 17, 2026

Historical Background

At the November 7, 2023, Council meeting staff presented an ordinance amendment creating a new no-parking zone on both sides of Jay Road. The proposal was based on a raised concern for safety and due to complaints of debris accumulation related to vehicles parked along the roadway. The nature of the debris poses a concern to the health and safety of the property owners of the area.

Based on discussion at the meeting and potential impacts to businesses, City Council requested that staff alternatively create a new parking by permit area along Jay Road between the westbound IH-10 Frontage Road and the end of Jay Road to allow for permitted parking while prohibiting parking for those vehicles without a permit for the specified parking by permit area. The three hotels along Jay Road would have the ability to supply dated permits for guests of their properties. In January 2024, staff presented the requested amendments to Section 98-109(d)(3), for parking by permit along Jay Road and the action failed.

On February 6, 2024, staff provided three options for discussion.

1. No Parking along Jay Road
 - a. No parking on both sides of Jay Road
 - b. No parking along the east side of Jay Road
 - c. No parking along the west side of Jay Road
2. Parking By Permit along Jay Road
 - a. Parking by permit on both sides of Jay Road
 - b. Parking by permit could be considered only on the west side of Jay Road
 - c. Parking by permit could be considered only on the east side of Jay Road
3. A mix of no-parking and parking by permit.
 - a. With consideration of the concerns, no parking along the east side of Jay Road and parking by permit along the west side.
 - b. Consideration could be given at terminating zones at the Larkin Drive Intersection

During this meeting, Council discussed multiple options including partial no parking, time restricted, concerns with enforcement of parking by permit were had as well as request for more data. At this meeting, Phillip Sloop, Director of Sales for the TownePlace Suites, suggested that City Council consider implementing a "No Parking Zone" during certain hours to allow overnight parking. Mr. Parker recommended that City Staff continue to monitor the situation.

Consensus from City Council was to have City Staff add “No Littering” signs along Jay Road and continue to monitor the situation. Signs were placed the week of February 6th, 2024.

Discussion

As development continues to occur on the east side of Jay Road, available space within the right-of-way continues to restrict the number of vehicles that are able to park. Additionally, the grades for driveways connecting to Larkin Drive create visual impairment for turning maneuvers.

Additionally, per Texas Transportation Code Section 545.302, no vehicles may park an occupied or unoccupied vehicle:

- (1) In front of a public or private driveway
- (2) Within 15 feet of a fire hydrant
- (3) Within 20 feet of a crosswalk at an intersection
- (4) Within 30 feet on the approach to a stop sign

The three options presented to Council previously remain to be the options for discussion.

ATTACHMENTS

- 1. Jay Road and Larkin Drive No Parking Discussion Exhibit