

ORDINANCE NO. 2146

AN ORDINANCE OF THE TOWN OF HIGHLAND PARK, TEXAS AMENDING THE CODE OF ORDINANCES OF THE TOWN OF HIGHLAND PARK, CHAPTER 12, TRAFFIC AND VEHICLES, ARTICLE 12.07, STOPPING, STANDING AND PARKING, BY AMENDING DIVISION 3, PARKING REGULATIONS FOR SPECIFIC STREETS, BY AMENDING SECTION 12.07.085, PARKING LIMITED TO TWO HOURS, TO DESIGNATE A PORTION OF ABBOTT AVENUE BETWEEN GILLON AVENUE AND 4TH STREET AS TWO HOUR PARKING AREAS; AND BY AMENDING DIVISION 6, RESIDENTIAL-ONLY PARKING PERMIT AREA, TO RETITLE DIVISION 6, DESIGNATE ADDITIONAL RESIDENT-ONLY PARKING PERMIT AREAS, AND CLARIFY PARKING RESTRICTIONS RELATED THERETO; PROVIDING FOR INCORPORATION INTO THE CODE OF ORDINANCES; PROVIDING A PENALTY CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Highland Park, Texas (the "Town") is a Home Rule municipality having full powers of self-government and may enact ordinances relative to its citizens' health, safety, and welfare that are not inconsistent with the Constitution and laws of the State; and

WHEREAS, Texas Transportation Code, Section 311.01, General Authority of Home-Rule Municipality, grants the Town exclusive control over and under the public highways, streets, and alleys of the municipality; and

WHEREAS, the Texas Transportation Code, Section 542.202(a)(2), Powers of Local Authorities, grants the Town the authority to regulate parking generally; and

WHEREAS, the Town desires to implement the resident-only parking rules for the purposes of protecting the safety and integrity of the Town's residential neighborhoods; protecting the health, life, and property of Town citizens; and preserving good government, order, and security of the Town; and

WHEREAS, the Town Council further finds and determines this ordinance, and the rules and regulations provided for herein, will protect the health, safety, and welfare of the residents of the Town of Highland Park; and

WHEREAS, the Town is authorized by law to adopt the provisions contained herein, and has complied with all the prerequisites necessary for the passage of this ordinance; and

WHEREAS, all statutory and constitutional requirements for the passage of this ordinance have been adhered to, including but not limited to the Open Meetings Act.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Highland Park, Texas:

SECTION 1. That all matters stated above are found to be true and correct legislative and factual findings of the Town and are hereby approved and incorporated herein and made a part hereof for

all purposes.

SECTION 2. That, the Code of Ordinances of the Town of Highland Park, CHAPTER 12 TRAFFIC AND VEHICLES, ARTICLE 12.07 STOPPING, STANDING AND PARKING, is hereby amended as follows:

2.1 Chapter 12, Article 12.07, Division 3, Parking Regulations for Specific Streets, Section 12.07.085 is hereby amended by adding the following:

| Street | Extent | Side | Time |
|---------------|---|------|-------------|
| Abbott Avenue | 210 feet north of Gillon Avenue for 310 feet (along Abbott Park) | East | 5 AM – 6 PM |

2.2 Chapter 12, Article 12.07, Division 6, Residential-Only Parking Permit Area is hereby repealed in its entirety and replaced with Division 6, Resident-Only Parking Permit Area, as presented in Exhibit A, attached hereto and incorporated herein for all purposes.

SECTION 3. That, this ordinance shall be deemed to be incorporated into the Code of Ordinances of the Town of Highland Park, Texas.

SECTION 4. That, the penalty provision of Chapter 1, Section 1.01.009 of the Code of Ordinances of the Town of Highland Park is hereby adopted for this ordinance.

SECTION 5. That, should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or be held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision thereof other than the part thereof decided to be unconstitutional, illegal, or invalid, and the same shall not affect the validity of the Code of Ordinances of the Town of Highland Park as a whole.

SECTION 6. That, this ordinance shall take effect immediately following its passage, approval, and publication as provided by law, and it is accordingly so ordained.

PASSED AND APPROVED by the Town Council of the Town of Highland Park, Texas, on this 17th day of June, 2025.

APPROVED AS TO FORM:



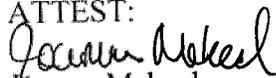
Susan Thomas
Town Attorney

APPROVED



Will Beecher
Mayor

ATTEST:



Joanna Mekeal
Town Secretary

Exhibit A
Chapter 12 Traffic & Vehicles
DIVISION 6 Resident-Only Parking Permit Area

§ 12.07.181. Definitions.

General contractor. A person, organization, or association responsible for new or remodel building construction.

Moving truck. A motor vehicle, including any trailer attached thereto, that is greater than ten (10) feet and is designed, used, or maintained primarily to transport personal property.

Park. To stand an occupied or unoccupied vehicle, other than temporarily while loading or unloading merchandise or passengers.

Property owner. Individual, or their authorized representative, or entity (including, but not limited to a (1) trust; (2) company; (3) partnership; (4) corporation, or other similar legal entity) in possession of title for land and/or building.

Resident-only permit parking area. Any designated on-street parking spaces within a residential area where only resident motor vehicles displaying a valid permit may stop, stand, or park. There shall be two types of areas: 24-HR Permit Parking Areas and Daytime Permit Parking Areas.

Service vehicle. A motor vehicle used for commercial or professional purposes, such as repair, servicing, or maintenance of other vehicles. Service vehicles must have clearly legible markings naming the company that owns or operates the vehicle.

Stand. To halt an occupied or unoccupied vehicle, other than temporarily while receiving or discharging passengers.

Stop. To halt, including temporarily halting, an occupied or unoccupied vehicle, unless necessary to avoid conflict with other traffic or to comply with the directions of a Police Officer or a traffic-control sign or signal.

Town Administrator. The Town Administrator of the Town of Highland Park or designee.

§ 12.07.182. Process for designating a resident-only parking area.

- (a) The Town Council is authorized to establish, modify, or eliminate a resident-only parking area on its own volition or upon application by a resident. Any property owner may request the designation, elimination, or modification of an area by filing a petition with the Town. A proposed area must include at least one full street block from intersection to intersection. Any request to modify or eliminate an area must also include at least one full street block from intersection to intersection.
- (b) A petition to designate, modify, or eliminate an area must be filed using the form and process provided by the Town. In addition, the application must include a filing fee of \$300.00. The person who files a petition (the “petitioner”) requesting the designation, elimination, or modification of an area shall:
 - (1) Agree to serve as the designated Town contact person on behalf of the proposed area;
 - (2) Be responsible for affected property owner notification and compilation of evidence of support

- for the proposed area; and
- (3) Serve as the liaison in response to any Town-received resident or community inquiries.
- (c) A request for the designation, elimination, or modification of an area will be processed by the Town only if a petition is filed in accordance with this section.
- (d) A petition will not be processed if the petition:
- (1) Is incomplete or illegible.
 - (2) Contains untruthful or inaccurate representations; or
 - (3) Does not represent or account for all properties within the proposed area. The petition must include a list of all addresses within the proposed area, and each address must be noted as either a signatory to the petition or not.
- (e) The petition must be signed by seventy-five percent (75%) of the property owners that either face or abut a street within a proposed area.
- (f) Only one petition signature per residence will be considered.
- (g) Except for condominiums, for purposes of this article, a multifamily property shall be, regardless of the total number of dwelling units contained, considered as a single property and a property manager or property owner's signature shall be considered as representing all units of a particular multifamily property.

§ 12.07.183. Designation, modification or elimination of resident-only parking areas.

- (a) The following blocks are designated as 24-HR Permit Parking Areas governed by Section 12.07.186(a):

| 24-HR Permit Parking Areas | |
|---|-------------|
| Street | Side |
| 4200 Block Potomac Avenue | Both |
| 4200 Block Livingston Avenue | South |
| 4300 Block Livingston Avenue | Both |
| 4600 Block Abbott Avenue (from Knox Street to 250 feet north) | East |
| 3400 Block Knox Street | North |

- (b) The following blocks are designated as Daytime Permit Parking Areas governed by Section 12.07.186(b):

| Daytime Permit Parking Areas | |
|-------------------------------------|-------------|
| Street | Side |
| 3400 Block Gillon Avenue | Both |
| 3500 Block Gillon Avenue | Both |
| 3500 Block Euclid Avenue | Both |
| 3500 Block Lexington Avenue | Both |
| 3600 Block Lexington Avenue | Both |
| 3500 Block Crescent Avenue | Both |

| | |
|---|-------|
| 3600 Block Crescent Avenue | Both |
| 3300 Block Armstrong Avenue | North |
| 3400 Block Armstrong Avenue | North |
| 3500 Block Armstrong Avenue | North |
| 3600 Block Armstrong Avenue | North |
| 4400 Block Byron Avenue (Armstrong Avenue to Crescent Avenue) | Both |
| 4500 Block Byron Avenue (Crescent Avenue to Lexington Avenue) | Both |
| 4600 Block Byron Avenue (Lexington Avenue to Euclid Avenue) | Both |
| 4700 Block Byron Avenue (Euclid Avenue to Gillon Avenue) | Both |
| 4400 Block Cowper Avenue (Armstrong Avenue to Crescent Avenue) | Both |
| 4500 Block Cowper Avenue (Crescent Avenue to Lexington Avenue) | Both |
| 4600 Block Cowper Avenue (Lexington Avenue to Euclid Avenue) | Both |
| 4500 Block Abbott Avenue (Armstrong Avenue to Knox Street) | East |
| 4600 Block Abbott Avenue (250 feet north of Knox Street to Euclid Avenue) | East |
| 4700 Block Abbott Avenue (Euclid Avenue to Gillon Avenue) | East |
| 4800 Block Abbott Avenue (from Gillon Avenue to 210 feet north) | East |
| 4800 Block Abbott Avenue (from 4 th Street to 150 feet south) | East |
| 4800 Block Abbott Avenue (Gillon Avenue to Auburndale Avenue) | West |
| 3400 Block 4th Street | Both |

§ 12.07.184. Public hearing.

- (a) The Town Council sets the date, time, and place of a public hearing to consider the designation, elimination, or modification of a resident-only parking area.
- (b) No later than ten (10) days before the hearing date, the Town shall send written notification of the date, time, and place of the hearing to each owner, as indicated by the most recently approved tax roll, of real property within two hundred (200) feet of the proposed area, and include with such notification a map of the proposed area along with a summary of the proposed parking restrictions.
- (c) The Town Council will conduct the public hearing at which parties in interest and citizens will have an opportunity to be heard.

§ 12.07.185. Posting of approved area.

- (a) The Town shall install signs consistent with the Texas Manual on Uniform Traffic-Control Devices, as amended, indicating the locations and times for which parking is by permit only and indicating that unauthorized vehicles may be towed at the expense of the owner or operator.
- (b) Such signs may be installed at or near adjoining property lines within Town rights-of-way.

§ 12.07.186. Parking regulations within a resident-only parking area.

- (a) 24-HR Permit Parking Areas
 - (1) Resident-only parking is enforced Monday through Sunday, 24 hours a day
 - (2) No vehicle shall be parked in any 24-HR Permit Parking Area without displaying a permit issued

under this division.

- (3) Non-permitted vehicles may never be parked in any 24-HR Permit Parking Area except for delivery vehicles delivering to residents, and as provided in subsection (c) below.
- (b) Daytime Permit Parking Areas are enforced Monday through Sunday from 5:00 AM to 6:00 PM.
- (c) The provisions of this Section 12.07.186 shall not be deemed to prohibit parking for more than two hours of a moving truck (for loading or unloading of household items) or service vehicle providing services to a resident in the resident-only parking area.

§ 12.07.188. Notice to residents of Town Council-approved designated area.

Upon approval of a resident-only parking area, the Town shall notify all residences in the area through the Town's notification system indicating the following:

- (a) The existence, exact location, and numerical block designation of the area;
- (b) The applicable parking restrictions; and
- (c) The procedures for obtaining a parking permit.

§ 12.07.189. Issuance of a permit.

- (a) The application for a resident-only parking permit shall include at least the following:
 - (1) The name and residential address of the owner of the vehicle along with the make, model, vehicle identification number (VIN), color, and license plate number;
 - (2) The name, residential address, and driver's license number of the principal operator of the vehicle; and
 - (3) The signature or electronic signature if applicable, of the applicant for the residential parking permit.
- (b) Each household shall receive the number of permits equal to the number of registered vehicles.
- (c) A residential parking permit shall be a sticker affixed to the vehicle in a location as specified by the Town.
- (d) Parking permits are vehicle-specific and may not be transferred or sold to other persons.

§ 12.07.190. Replacement of residential parking permits.

- (a) A resident-only parking permit may be replaced upon verification of the holder's prior submission of a completed and validated parking permit application.
- (b) If a permit is lost, stolen, or destroyed, the holder can obtain a new residential permit at a cost of \$25.00.
- (c) A replacement permit shall be provided at no charge to the holder upon the return of the prior permit to the Town.
- (d) Lost, stolen, or destroyed permits shall be considered void and any use is unlawful.

§ 12.07.191. Issuance of guest permits.

- (a) Five (5) guest permits shall be issued for each residence within the resident-only permit parking areas. Guest permits are to be used at the discretion of the resident for vehicles temporarily parked within the resident-only parking areas.
- (b) A resident may obtain additional temporary parking permits at no charge for guests for special events or occasions. The issuance of temporary parking permits is at the discretion of the Town. To obtain temporary guest permits, the resident must submit an application to the Town not less than seventy-two (72) hours (excluding weekends and official Town holidays) before the event. Such application

shall include a description of the event, its duration, and the anticipated number of guests. Temporary permits expire based on the length of the event as provided thereon.

- (c) The resident is responsible for the use or misuse of the guest and temporary permits.

§ 12.07.192. Issuance of permits for construction vehicle within a designated resident only parking area.

- (a) A general contractor is eligible to receive at no charge up to four (4) permits for construction vehicle parking, within that block, per construction site.
- (b) The Town may issue additional construction parking permits per construction site. For additional permits 5–10, the cost of such permit shall be \$25.00 per permit. For additional permits 11–20, the cost of such permit shall be \$100.00 per permit. For any additional permits beyond 20, the cost of such permit shall be \$500.00 per permit.
- (c) Construction vehicles parked under a construction parking permit may park in an area between the hours of 7:00 a.m. and 7:00 p.m. Monday through Saturday.
- (d) Construction vehicle parking permits may only be issued in companion with a Town-issued building permit and expire on the date of building permit completion.
- (e) The general contractor shall return all construction vehicle parking permits to the Town upon issuance of a certificate of construction completion. In the event the general contractor fails to return all permits, a charge equal to twice the cost of the original permit for each non- returned permit shall be paid prior to such certificate issuance. A fee of \$200.00 each shall be charged for those permits provided in subsection (a) above.
- (f) The general contractor is responsible for the use or misuse of construction vehicle parking permits. Any use or abuse of the general contractor’s permit(s) may result in the temporary suspension of the underlying building or construction permit.

§ 12.07.193. Display of parking permit.

The Town shall establish the means by which a permit is identifiable for enforcement.

§ 12.07.194. Use of parking permit.

- (a) A permit is not a guarantee or reservation of a parking space within an area.
- (b) A permit does not authorize the standing or parking of a vehicle in such places and during such times when it otherwise would be prohibited.
- (c) Permit holders must observe all applicable traffic rules and regulations.
- (d) If the Town determines that a permit holder violated one or more provisions of this division, the Town may direct the holder to surrender the permit. A permit holder may appeal the decision to the Town Administrator. The permit holder must request an appeal in writing to the Town Administrator within 10 (ten) days after the Town orders the surrender of a permit.
- (e) A permit holder commits an offense if he or she fails to surrender a permit when directed to do so.
- (f) It shall be unlawful for a person to represent in any fashion that a vehicle is entitled to a permit when it is not so entitled.
- (g) It is unlawful for a person to attach to or display on a motor vehicle a parking permit that:
 - (1) Is a duplicate;
 - (2) Is assigned to a different vehicle; or
 - (3) Is fictitious.
- (h) It is unlawful for a person to duplicate, or attempt to duplicate, by any means, a resident- only

parking permit.

- (i) For the purposes of prosecution of this section, the registered owner of the vehicle is presumed to have displayed the unlawful permit.

§ 12.07.195. Exemptions.

The following vehicles are exempt from the parking regulations under this division:

- (a) A motor vehicle:
 - (1) Owned by or operated under contract with an entity operating under a current utility franchise agreement with the Town;
 - (2) Engaged in construction or other work authorized by the Town; or
 - (3) Identified as owned by or operated under contract to a federal, state, or local governmental agency and being used in the course of official government business.
- (b) An authorized emergency vehicle as defined by State law.

§ 12.07.196. Offense – parking without a valid permit in a designated area.

- (a) No person shall stop, stand, or park a motor vehicle in a resident-only parking area that has attached to it a void or expired resident-only parking permit.
- (b) It shall be presumed for the purposes of prosecution under this section that the registered owner of the vehicle is the operator of the vehicle.

§ 12.07.197. Penalty.

- (a) Violations of this division are punishable by a fine of up to \$500.00.
- (b) Each day of occurrence shall be considered a separate offense.
- (c) The Town may cause a vehicle in violation to be towed by the Town and/or its towing contractor at the owner's expense.

§ 12.07.198. Enforcement and collection of towing fees.

- (a) The Town Council will establish towing and administrative fees by resolution.
- (b) Town parking citations and any other municipal parking citations must be paid before the Town or its towing contractor will release the vehicle that is subject to the fines.

§ 12.07.199. through § 12.07.224. (Reserved)