

**NEIGHBORHOOD REQUESTED NO PARKING ZONES
CITY OF NORMAN**

Occasionally citizens request that a segment of public street be designated for No Parking. It is the intent of this paper to lay out the policy and procedures for processing and approval of these requests.

1. Any request for designation of an area as a No Parking area will be made to the City Transportation Engineer's Office. This initial request may be made in writing or verbally.
2. The City Transportation Engineer, or his designee, will review the physical lay out of the area and provide guidance to the requesting party. This guidance will include:
 - (a) A map of the area showing the affected units.
 - (b) The number of living units affected by the request.
 - (c) Whether the City of Norman will consider the request.
3. Further processing of the request will be withheld until a petition signed by at least 60% of the residents affected by the No Parking designation has been received by the City Transportation Engineer's office.
4. Upon receipt of the petition, the City Transportation Engineer, or his designee, will verify that the proper numbers of signatures are affixed to the petition and that addresses of the petitioners are within the limits of the affected area.
5. If 60% or more of the affected residents signed the petition, the signs delineating the requested parking restriction will be fabricated and erected.
6. Alternatively, if the petition does not contain signatures of at least 60% of the affected residents, the City Council may decide to impose the requested parking restrictions by adoption of a resolution upon consideration of the following factors:
 - (a) Street type classification
 - (b) Housing density on the affected street(s)
 - (c) Property owner input
 - (d) Public safety issues
 - (e) Traffic volumes on the affected street(s)
 - (f) Provision of utility services

Approved by:

Shawn O'Leary, P.E., Director of Public Works

Effective Date: April 18, 1996
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Revised Date: February 20, 2018