



# MEETING AGENDA

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## **WORK SESSION OF THE CITY COUNCIL**

City of Maplewood • City Council Chambers • City Hall  
7601 Manchester Road, Maplewood, MO 63143

**Tuesday, July 14, 2026, 6:30 PM**

1. Call to Order
  2. Roll Call
  3. Discussion of Residential Permit Parking Recommendations
  4. Adjournment
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### **Accessibility Notice**

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### **Virtual Access**

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*Posted on July 10, 2026, at Maplewood City Hall and [maplewoodmo.gov](http://maplewoodmo.gov)*

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**To:** Mayor and City Council  
**From:** Amber Withycombe, City Manager  
**Date:** July 10, 2026  
**Subject:** **Residential Permit Parking**

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At the December 4, 2025, work session, Council discussed parking congestion on streets adjacent to the MRH Middle School/High School campus and directed staff to further evaluate options and return with a recommendation. Since that meeting, the city has implemented the previously discussed no-parking zone on Florent Avenue to preserve emergency, trash, and leaf vehicle access at the turn near the school parking lot entrance. Staff has continued to receive resident complaints about student parking on the surrounding streets, conducted site visits and ordinance review of comparable municipalities, and evaluated the options presented in December. This memo presents staff's analysis and asks Council to select an approach.

**Background**

Following the completion of the MRH campus construction in 2024, on-site parking at the school is reserved exclusively for faculty and staff. The city made the pool lot available for student parking at no cost, but few students use it, preferring to park closer to campus. Residents on the surrounding streets have consistently reported vehicles blocking driveways, limited parking availability during the school day, and general congestion caused by student vehicles. The district has communicated to staff that it defers to the city's determination on this matter, does not object to including any of the affected streets in a permit district, and agrees that the pool lot is a viable parking alternative for students. The district has reiterated, consistent with its earlier position, that it does not consider it the district's responsibility to establish or enforce parking restrictions for students on public streets.

**Options Previously Presented to Council**

At the December 4 work session, staff presented four options: emergency access improvements only, residential permit parking, one-side parking restrictions during school hours, and enhanced partnership with MRH to promote pool lot use before pursuing enforcement-based restrictions. Based on the analysis below, staff believes residential permit parking is the option best suited to address the congestion residents have reported and asks Council to weigh it against the alternatives before providing direction.

**Affected Streets**

If Council elects to pursue permit parking, staff recommends the district cover Oakland Avenue, Gerhardt Avenue, Florent Avenue, and Martini Drive, south of Rannells Avenue and north of Lohmeyer Avenue.

Lohmeyer Avenue would be excluded from the district since it already has time-limited parking for library patrons on the south side of the street and a fire lane along the north side of the street. The only unrestricted parking area is north of the skate park.

Martini Drive presents an additional consideration: several businesses back up to Martini and rely on street access to reach their own parking lots. Staff would consider that Martini include a business permit parking component alongside residential permits, so that affected business owners, employees, and customers retain reasonable access.

### **Comparable Municipalities**

Staff conducted site visits and reviewed residential permit parking ordinances in Brentwood, Webster Groves, and Richmond Heights to inform this analysis. Brentwood and Webster Groves were selected because both face school-related parking pressure comparable to or more severe than Maplewood's, and Webster Groves in particular also hosts recurring city events that place temporary demand on residential parking near event areas, similar to Maplewood. Richmond Heights was selected as a close neighbor with a similar overall size and comparable residential development characteristics.

Brentwood's approach is summarized as follows:

- Brentwood does not have a citywide residential parking program. Permits are established street-by-street, only when requested by residents and approved by the Board of Aldermen for a specific restricted zone.
- Where a zone is approved, only owners and lessees of residences directly adjacent to the restricted zone are eligible for permits, for themselves and their visitors.
- Applicants must have a current residential occupancy permit on file with the city to establish eligibility.
- Home-based businesses are required to provide off-street parking for employees; public streets may not be used for employee parking.
- Brentwood High School has inadequate on-campus parking; enforcement of public street parking is a city, not district, function. Brentwood's alternative off-campus lots (its Recreation Center and Brentwood Park) are farther from the high school than Maplewood's pool lot is from the MRH campus, yet the city still found permit parking necessary.

Staff also reviewed Webster Groves' ordinance:

- Applies to areas within 1,000 feet of an educational institution with a combined staff, faculty, employee, and student population of 1,000 or more, where at least half the buildings are residential.
- A permit parking district may be established by the city council on its own initiative or by petition of at least 30 percent of property owners within the proposed district, but only where nonresident vehicles occupy more than 75 percent of the available on-street spaces.
- Each resident may receive one color-coded permit per vehicle, plus two annual visitor permits and one additional visitor permit valid for up to 30 days.
- Service and delivery vehicles are exempt from the restriction while actively providing services or deliveries.



- A petition signed by more than 50 percent of residents of a specific block may exempt that block from an otherwise-restricted district.
- The city manager may waive enforcement for special events, generally for one day and never more than three consecutive days.
- Permits must be surrendered when a resident moves out of the district, and district boundaries may be expanded by petition of more than 50 percent of residents on a contiguous block.
- Violations carry a fine of \$10 to \$300 per conviction.

**Richmond Heights' ordinance is summarized as follows:**

- Divides residential areas into four numbered zones, each defined by a separate schedule of listed streets.
- Permits are issued to residents of any street designated as a residential permit-only parking zone and are valid only within the specific numbered zone for which they were issued.
- "Visitor" is defined broadly to include household guests, visitors, workers performing services for a resident, and domestic help, rather than being limited to delivery or service vehicles making an active stop.
- Restrictions may be enforced either as a time limit or as permit-only parking, both housed under the same ordinance structure.

**Local Precedent**

Maplewood already administers residential permit parking on a small portion of Burgess Avenue behind the Early Childhood Center, and on portions of Marietta Avenue and Sutton Avenue near the business district. Only three permit spaces were designated on Burgess, because only one resident there lacked off-street parking. Staff received a significant number of complaints about parking in that area prior to the change and recalls few complaints since implementation. Violations in existing permit zones, including Marietta and Sutton, are subject to a \$75 fine.

**Why Permit Parking Is the Preferable Option**

Compared to the other options discussed in December, permit parking directly addresses the congestion residents report throughout the school day, rather than only at drop-off and pickup, and is preferred by Police Department staff over time-limited restrictions because permits are easier to enforce at a glance and do not require officers to track individual arrival times. Maplewood's own experience on Burgess Avenue, along with the experiences of Brentwood and Webster Groves, indicates permit parking resolves this type of complaint more durably than education-based approaches or partial restrictions. If Council prefers a different approach, such as one-side restrictions or continued reliance on partnership with MRH, staff can return with an analysis of that option instead.

if Council elects to pursue permit parking, staff recommends the following program:

- Two permits per household unit, with residency validated by an occupancy permit for the address, consistent with the approach used in Brentwood and in Maplewood's existing permit zones.
- For Martini Drive specifically, staff recommends issuing a separate category of permits to the businesses whose lots are accessed via the street. Staff is still evaluating the appropriate number of business permits per affected property and whether business permits should be limited to owner/employee use or also accommodate customer access; staff will bring a specific



recommendation on this component back to Council or can include it now if Council prefers to weigh in at this stage.

- Adopting Richmond Heights' broader definition of "visitor" (household guests, visitors, workers performing services, and domestic help), rather than a narrower service-and-delivery exception, so that longer-stay service providers, such as home health aides or cleaning services, are not inadvertently subject to citation.
- Updating the existing hang tag permit design to be smaller and more visually noticeable, improving officers' ability to identify valid permits during enforcement.
- Enforcement Monday through Friday, 8:00 a.m. to 5:00 p.m., except holidays. This window extends beyond typical dismissal time to address congestion residents report throughout the business day, not solely at drop-off and pickup. The pool lot has ample capacity during the school year, since the pool itself is closed, so a lack of alternative parking is not a barrier to this approach. The school district will need to separately coordinate its own staff and visitor parking needs, as this permit program does not address parking on school property.
- City manager authority to waive enforcement of the permit district for special events, limited to one day. Webster Groves uses a similar waiver but allows up to three consecutive days to accommodate a multi-day festival; Maplewood's events in this area, such as graduation, are single-day, so a one-day cap is sufficient here.
- A petition-based process for establishing future districts, modeled on Webster Groves: the city council, on its own initiative or upon a petition signed by at least 30 percent of property owners within a proposed district, may consider establishing a new permit parking district.
- An occupancy trigger of 50 percent non-resident parking, rather than Webster Groves' 75 percent standard. Maplewood has fewer driveways and off-street parking areas per household than Webster Groves, and many streets in this neighborhood allow parking on only one side, so a lower threshold better reflects how quickly on-street parking capacity is actually consumed here.
- Code language written to apply generally to any qualifying residential parking district, rather than being drafted narrowly around the MRH campus. The city currently has resident permit parking on a small portion of Hazel Avenue east of Sutton Avenue and on Burgess Avenue near the MRH Early Childhood Center.

### **Administrative Impact**

Implementing this program will require additional administrative work to establish, issue, and maintain permits. The direct production cost of the improved hang tags is not expected to be significant, but resident notification and reminders, both at program launch and for annual renewals, will require time from administrative and police staff. Enforcement staff will also need to adjust patrol and ticketing practices for the affected streets.

### **Requested Action**

Staff asks Council to indicate whether it wishes to pursue residential permit parking as outlined above, pursue one of the alternative options discussed in December, or request additional analysis, so that staff can proceed accordingly.

