

CHAPTER 8 – OFF- STREET PARKING AND LOADING REQUIREMENTS

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Section 10-8-1: Purpose:

The regulations of this Chapter allow for the development of off street parking and loading subject to the regulations as set forth this Ordinance.

Section 10-8-2: Applicability:

These regulations shall apply to subdivision plats, all legal lots and/or parcels of record, and all legal non-conforming property as defined by this Ordinance.

Section 10-8-3: Process:

- A. An off-street parking and loading plan shall be required as a component of a master site plan:
 - 1. The off-street parking and loading plan shall contain the location, size, and type of all proposed off-street parking and loading facilities:
 - a. The applicant shall provide a table indicating the proposed uses. For commercial or office uses the applicant shall provide a table indicating the projected end users or businesses marketed to better project the required number of parking spaces for all future uses; and
 - b. The applicant shall provide a table indicating any applicable standards and the calculations used to determine the required number of spaces; and
 - c. If the proposed development project shall be completed in phases, such phases shall be noted on the site plan; and

- d. The applicant shall also provide documentation on the proposed uses and the number of off-street parking and loading facilities associated with each phase.
- B. For residential and accessory uses that do not require master site plan approval, the regulations of this Ordinance shall be reviewed at the time of building permit application or accessory use approval, as appropriate.
- C. Off-street parking and loading shall be installed and constructed to the satisfaction of the Director, in accordance with the approved off-street parking and loading plan.

Section 10-8-4: Requirements and Use Standards:

- A. Required off-street parking shall be setback a minimum of twenty (20') feet from the edge of the common driveway. Existing residences on parcels that will take access from a proposed common driveway shall provide or construct required off-street parking prior to any land division of parcels that will access the common driveway.
- B. Subdivision Platting:
 - 1. The subdivision plat shall meet the requirements as defined in Subsection 10-8-3 (A); and
 - 2. In the case of a subdivision plat, the common driveway and utilities shall be constructed concurrently with all other public improvements.
- C. Use of Required Parking Spaces:
 - 1. Commercial, retail and industrial parking spaces shall be used for vehicle parking only. No automobile sales, dead storage, repair work, or dismantling of any kind shall be permitted; and
 - 2. Required residential parking spaces shall be used for vehicle parking only, except where the occupant may utilize the parking space, for a maximum of seven (7) calendar days in any thirty (30) calendar day period for storage, repair work, or parking of recreational vehicles; and
 - 3. Any fractional calculation generated where calculating the required number of parking spaces shall be rounded up requiring an additional parking space; and
 - 4. Parking areas for residential use may be used for the parking of one "commercial vehicle" per property, provided it is operated by the occupant

and used to commute from home to work at an off-site location or used as part of an approved home occupation; and

5. General off-street parking space requirements are based on general parking spaces being available on a first-come, first-use basis. A parking space that is restricted or assigned to a particular individual or user shall not be counted toward the total required parking spaces, as required by this Chapter or Ordinance. Required handicapped parking spaces shall be considered restricted parking spaces for the calculation of general parking spaces.
- D. Joint Use Parking: Joint use of off-street parking spaces shall be allowed when the principal operating hours of the structure, structures, or uses are not in substantial conflict with one another.
1. Joint use parking shall be located not more than three hundred (300') feet from the primary entrance of the structure to the nearest entrance of the parking area, as measured along the sidewalk or pedestrian walkway.
 2. All parties involved with the joint use parking area shall submit a written agreement to the Director, signed by the applicable parties involved. The agreement shall specify the following:
 - a. Party or parties responsible for construction; and
 - b. Party or parties responsible for maintenance; and
 - c. Regulations for amendments to the agreement that include notice to the Director; and
 - d. Regulations for termination of the agreement that include notice to the Director.
 3. If the Director finds that the agreement complies with the regulations of this Chapter, the applicant or owner shall record such agreement with the Clerk's office prior to issuance of any permits.
 4. The joint use parking agreement shall only be terminated with Director Approval, and only when the parties can demonstrate that all required off-street parking could be provided in conformance with this Chapter has approved by the Director prior to the termination.
- E. Distance for Private Off-Street Parking When Located Off-Site: Off-site parking may be allowed with Director approval when the required general off-street parking cannot be located on site due to some physical constraint or special circumstance. The off-site location, if approved by the director, shall

be designated on the zoning certificate or other application condition of approval as appropriate for a particular premise. The off-street parking shall be located not more than the following distances measured along the sidewalk or a walkway available for public use from the primary entrance or elevator bank of the premises to the nearest entrance of the parking lot:

1. For retail or commercial customer parking, medical-dental clinics, churches, restaurants, bars and entertainment facilities: six hundred (600') feet.
2. For employee parking on a daily basis where the car is used occasionally regardless of the nature of the employment: one thousand five hundred (1,500') feet.
3. For residential uses: six hundred (600') feet.
4. When off-site parking is provided, a directional sign shall be erected on the premises advising the public of the distance and direction to additional parking.

F. Design of Parking Areas:

1. Design and Construction: All parking areas and spaces shall be designed and constructed to the standards shown in Table 10-8-4 of this Section.
2. Location: All parking spaces required by this Chapter shall be located on the same property as the use for which parking is required, except as provided for in joint use parking in this ordinance. For the purposes of this standard, all properties within a single master site plan or planned unit development shall be considered the same property.

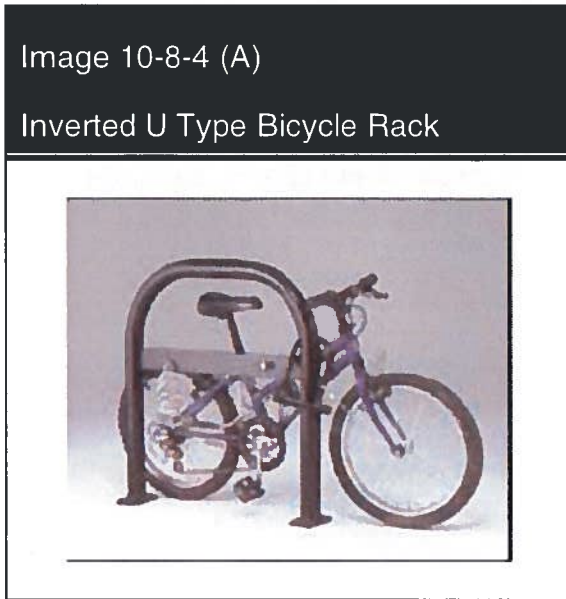
TABLE 10-8-4 Required Automobile Width and Stall Length by Parking Angle					
Parking Angle	Stall Width	Curb Length	Stall Depth	One-Way Driving Aisle	Two-Way Driving Aisle
0°	9'0"	23'0"	9'0"	12'0"	25'0"
30°	9'0"	18'0"	17'8"	11'0"	25'0"
45°	9'0"	12'9"	20'5"	13'0"	25'0"
60°	9'0"	10'5"	21'10"	16'0"	25'0"
90°	9'0"	9'0"	20'0"	22'0"	25'0"

G. Improvements:

1. Except as otherwise provided in this Section, all off-street parking areas shall be improved with hot or cold mixed asphalt concrete, not less than three (3") inches thick. This standard shall not apply to roadside produce stands, agricultural uses, temporary uses, or temporary construction offices.
 2. Except as otherwise provided in this Section, all off-street parking areas shall be provided with a substantial wheel restraint to prevent cars from encroaching upon abutting private and public property or overhanging beyond the designated parking stall dimensions. This standard shall not apply to roadside produce stands, agricultural uses, single-family residential uses, temporary uses, or temporary construction offices.
 3. When a bumper overhangs onto a sidewalk or landscape area, the parking stall dimensions may be reduced two (2') feet in length if two (2') feet is added to the width of the sidewalk or landscaped area planted in ground cover.
 4. Parking spaces and access lanes shall be marked including handicapped symbols and signs.
 5. All lighting provided to illuminate a parking area shall comply with the lighting standards provided in this chapter.
- H. Bicycle Parking Facilities: Bicycle parking facilities shall be required for all uses. Bicycle parking facilities shall meet the following location and design standards:
1. One bicycle parking space with an approved rack shall be required for every twenty-five (25) required automobile parking spaces or fraction thereof for office, retail, commercial, and industrial developments; and
 2. Multi-family residential developments shall provide one bicycle rack space for every ten (10) dwelling units. Multi-family development is defined as three (3) or more dwelling units or apartments located on the same parcel or lot; and
 3. Bicycle parking facilities shall be located as close as possible to the building entrance(s) shall not obstruct pedestrian walkways, public sidewalks, or building entrances; and
 4. Bicycle parking facilities shall not conflict with the Americans with Disabilities Act or assessable parking spaces; and
 5. Bicycle parking racks shall be defined has a single "inverted U" type bicycle parking rack that supports the bicycle at two points on the bicycle

frame. One “inverted U” rack shall count as one (1) bicycle parking spaces.

- I. Required Bicycle Rack Specifications: Where bicycle racks are used, “Inverted U” type racks or other racks that support the bicycle at two points on the bicycle frame shall be required as shown Image 10-8-4 (A). Developers and site designers may choose to be creative in the design of bike racks as long as they meet functional requirements:



1. Racks shall be secured to the ground on a hard surface such as concrete, asphalt or unit pavers; and
2. Each bicycle parking space shall provide six feet by two feet (6' x 2') in area per bicycle plus the area needed for access; and
3. Bicycle parking shall be located no closer than three (3') feet from any wall to provide adequate space for access and maneuvering; and
4. At least four (4') feet between parallel racks shall be provided for access; and
5. Bicycle racks installed on sidewalks shall provide for a clear, unobstructed width of at least five (5') feet for pedestrians and should be installed at least three (3') feet from the face of curb; and

6. Bicycle racks must be placed a minimum of four (4') feet from existing street furniture (i.e. mailboxes, light poles, benches) and shall be no closer than twelve (12') feet from the edge of fire hydrants; and
 7. In multi-family residential developments, bike racks may be provided in a communal area, as long as it is accessible to all tenants/residents and in a safe, open public space; and
 8. If required bicycle parking is not visible from the street or main building entrance, a sign must be posted at the main entrance indicating the location of the parking; and
 9. Facilities with multiple entrances shall locate a portion of the required bicycle parking at each entrance.
- J. Upon any change of use, the number of automobile and bicycle parking spaces to be provided shall be calculated according to the requirement of this Chapter for the new use. For the purposes of this Chapter, a change of use shall include, but not be limited to, an expansion, alteration, or change in occupancy resulting in a more intense use of a site, such as additional dwelling units, gross floor area, seating capacity, or other unit of measurement specified in this Chapter or Title.
- K. The minimum number of required automobile and bicycle parking spaces shall be provided and continuously maintained.
- L. No parking area or space provided, as required by this Chapter, shall later be eliminated, reduced, or converted in any manner unless other equivalent facilities approved by the Director are provided.
- M. Alternative Plan: The Director may approve, or recommend approval of, an alternative off-street parking and loading plan, when the overall design, as proposed by the applicant, meets or exceeds the intent and the requirements of this Chapter and shall not be detrimental to the public health, safety, and welfare.

Section 10-8-5: Required Number of General Off-Street Parking Spaces:

- A. The minimum number of general parking spaces required for off-street automobile parking spaces shall be as set forth in Table 10-8-5 of this Section. Where the standards require a fractional space, the next larger whole number shall be the number of spaces required. When more than one standard is required for different uses, the specific standard for each use shall apply. The parking requirements for each use shall be added together to derive the cumulative total parking spaces required.

TABLE 10-8-5 General Parking Spaces Required by Use

Land Use Type	Required Number of Automobile Parking Spaces
A	
Adult entertainment establishment	1 per 100 square feet of GFA
Agricultural use	1 per 2 employees
Aircraft landing field	1 per 2 employees
Amusement or recreation facility, indoor	1 per 200 square feet of GFA
Animal clinic, animal hospital, or veterinary office	1 per 500 square feet of GFA
Asphalt or concrete ready-mix plant	1 per 2 employees
Auction establishment, outdoor	1 per 8 seats
Automobile or recreational vehicle sales	1 per 1,200 square feet of GFA
Automobile or recreational vehicle service	1 per service bay
B	
Bank	1 per 500 square feet of GFA
Bar, brew pub, or nightclub	1 per 200 square feet of GFA
Bed and breakfast establishment	1 per 2 sleeping rooms plus 1 for owner's dwelling
Boarding house	1 per 2 sleeping rooms
Bowling	2 per lane
Brewery or distillery	1 per 1,000 square feet of GFA
C	
Campground	1 per 2 campsites plus 1 per 2 employees
Car wash	1 per 2 drying stations and 1 per employee
Cemetery	1 per 2 employees
Children's treatment facility	1 per 6 beds
Church	1 per 7 seats in main sanctuary
Clinic, medical (excluding animal or veterinary)	1 per 500 square feet of GFA
Club or lodge or social hall	1 per 200 square feet of GFA
Composting facility, commercial	1 per 2 employees plus 1 per acre
Contractor's yard or shop	1 per 1,000 square feet of GFA
Crematory	1 per 7 seats in chapel
D	
Daycare home, group or facility	1 per 2 employees

Drug and alcohol treatment facility	1 per 2 beds plus 1 per 2 employees
Duplex or single-family attached dwelling	2 per dwelling unit
Dwelling	2 per dwelling unit
E	
Explosive manufacturing	1 per 1,000 square feet of GFA
Explosive storage	1 per 2 employees
F	
Farm, garden, lumber, or building supply store	1 per 1,200 square feet of GFA
Flammable substance storage	1 per 2 employees
Foster home, group	1 per 2 employees
Foundry	1 per 1,000 square feet of GFA
Freight or truck terminal	1 per 1,000 square feet of GFA in addition to required truck parking spaces or docks
G	
Golf course	2 per hole
Golf course country club	1 per 200 square feet of GFA
Golf driving range	1 per 2 driving stations
Grain elevator	1 per 2 employees
H	
Heavy equipment sales	1 per 1,200 square feet of GFA
Heavy equipment service	1 per service bay
Home occupation	1 per 2 employees other than the dwelling residents
Hospital	1 per bed
Hotel or motel	1 per 2 sleeping rooms
J	
Junkyard or automobile wrecking yard	1 per 2 employees
L	
Laundromat	1 per 500 square feet of GFA
Laundry or linen supply	1 per 1,000 square feet of GFA
Livestock confinement facility	1 per 2 employees
M	
Manufacture of electronic or electrical products	1 per 1,000 square feet of GFA
Manufacture or processing of hazardous chemicals or gases	1 per 1,000 square feet of GFA
Manufactured home and park	1 per dwelling
Manufactured home storage	1 per 2 employees

Mortuary	1 per 200 square feet of GFA
Movie theater	1 per 8 seats
N	
Nursery, retail	1 per 1,200 square feet of GFA
Nursery, wholesale	1 per 4,000 square feet of GFA
Nursing facility, skilled	1 per 8 beds
O	
Office building	1 per 500 square feet of GFA
Office, temporary construction	1 per 2 construction employees
Outdoor storage	1 per 2 employees
Open space Structure	4 per acre or 1 per 8 seats
P	
Package and letter delivery service	1 per 1,000 square feet of GFA
Personal, business, or professional service	1 per 500 square feet of GFA
Pit, mine, or quarry	1 per 2 employees
Power plant	1 per 1,000 square feet of GFA
Processing plant for agricultural or dairy products	1 per 1,000 square feet of GFA
Product fabrication, assembly, or packaging	1 per 1,000 square feet of GFA
Public recreation facility (open space)	4 per acre
Public recreation facility (structure)	1 per 8 fixed seats
Public utility and infrastructure facility	1 per 2 employees
Publicly owned buildings	1 per 500 square feet of GFA
R	
Racetrack, vehicle or animal	1 per 8 seats
Radio and television broadcasting station	1 per 500 square feet of GFA
Railroad switching yard	1 per 2 employees
Recreational vehicle park	1 per space
Recycling center	1 per 1,000 square feet of GFA
Recycling plant	1 per 1,000 square feet of GFA
Research and development facility	1 per 1,000 square feet of GFA
Residential care facility	1 per 6 beds
Restaurant or eating place	1 per 200 square feet of GFA
Retail sales	1 per 500 square feet of GFA
Retail store, durable goods	1 per 1,200 square feet of GFA
Roadside produce stand	1 per 200 square feet of GFA
S	
Sanitary landfill	1 per 2 employees
Sawmill or planing mill	1 per 1,000 square feet of GFA

School, Elementary, High, Jr. or Middle	1 per 2 employees plus 1 per 8 students
School, vocational or trade	1 per 4 students
Seasonal farm worker housing	1 per 2 sleeping rooms if dormitory style
Seasonal or temporary housing	1 per 2 dwelling units if campground style
Shooting range, indoor or outdoor	1 per target and/or shooting station
Slaughterhouse	1 per 1,000 square feet of GFA
Soil or water remediation	1 per 2 employees
Stable or riding arena, commercial	1 per 2 stable stalls
Storage facility, self-service	1 per entrance to site
Studio	1 per 500 square feet of GFA
T	
Temporary living quarters	1 per dwelling unit
Transit facility	1 per 2 employees
Truck stop	1 per 500 square feet of GFA in addition to required spaces for trucks
V	
Vehicle impound yard	1 per 2 employees plus 1 per 4 acres
W	
Warehouse	1 per 4,000 square feet of GFA
Winery	1 per 1,000 square feet of GFA
Table notes are as follows:	
<ol style="list-style-type: none"> 1. Gross floor area shall be the measure of total square footage of habitable space of a structure. 2. For fixed bench seating, one seat shall mean twenty-four inches (24") of linear length of bench. 3. The number of employees shall be based on employees present during the largest shift. 4. GFA is defined as Gross Floor Area, (GFA). 	

Section 10-8-6: Accessible Parking Requirements and Standards:

- A. The applicant/owner shall comply with all ADA parking and striping standards for Accessible Design and with other ADA publications, including regulations for private businesses or State and local governments and with the requirements of this Chapter which ever are more restrictive.
- B. Minimum Required: The minimum number of accessible parking spaces shall be set forth in Table 10-8-6. Where the standards require a fractional space, the next larger whole number shall be the number of spaces required. When

more than one standard is provided, the standard that results in the greatest number of required parking spaces shall apply.

C. Exceptions: The following exceptions shall to Table 10-8-6:

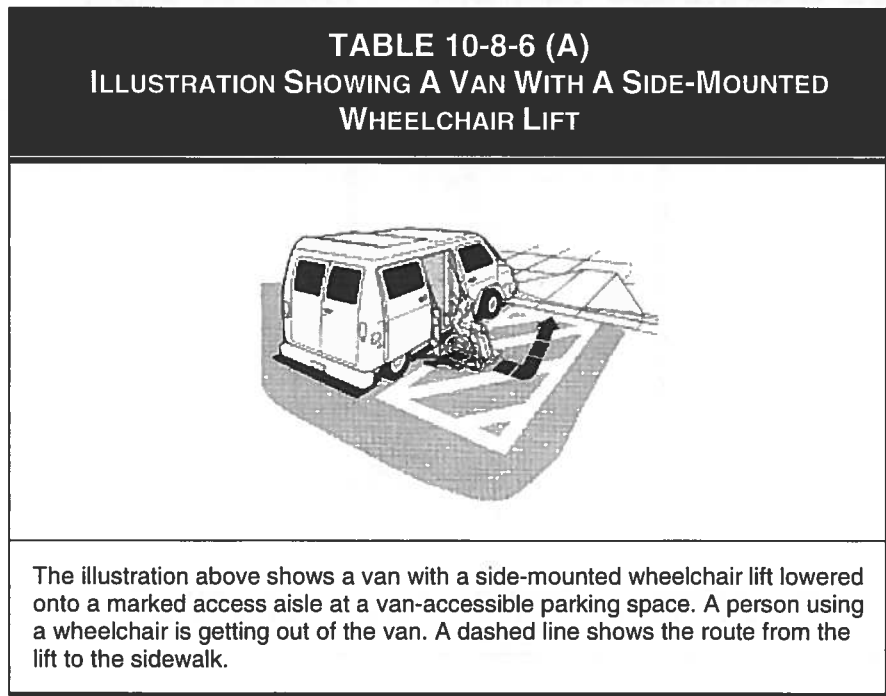
1. Facilities Providing Medical Care and Other Services: Facilities providing outpatient services or care for persons with mobility impairments shall amend the required accessible parking spaces as follows:
 - a. Outpatient units and facilities shall increase the number of spaces by fifty (50%) percent of the total number required; and
 - b. Units and facilities that specialize in treatment or services for persons with mobility impairments shall increase the number of spaces by one hundred (100%) percent of the total number required.
2. Valet Parking: Valet parking facilities shall provide a passenger-loading and unloading zone located on an accessible route to the entrance of the facility.

TABLE 10-8-6 Total Number of Accessible Parking Spaces Required			
Quantity of General Parking Spaces In Lot of Accessible Parking Spaces	Total Minimum Number of Accessible Parking spaces (60" & 96" Aisles)	Minimum Number of Van Accessible Parking Spaces with Minimum 96" Wide Access Aisle	Minimum Number Of Accessible Parking Spaces With Minimum 60" Wide Access Aisle
1-25	2	1	1
26-50	3	1	2
51-75	4	1	3
76-100	5	1	4
101-150	6	1	5
151-200	7	1	6
201-300	8	1	7
301-400	9	1	8
401-500	10	2	8
501-1,000	2% percent of total spaces	1/8 of Column A *	7/8 of Column A **
1,001 and Over	2 plus 1 for each 100 spaces over 1,000.	1/8 of Column A *	7/8 of Column A **

* One (1) out of every eight (8) accessible spaces.
 ** Seven (7) out of every eight (8) accessible parking spaces.

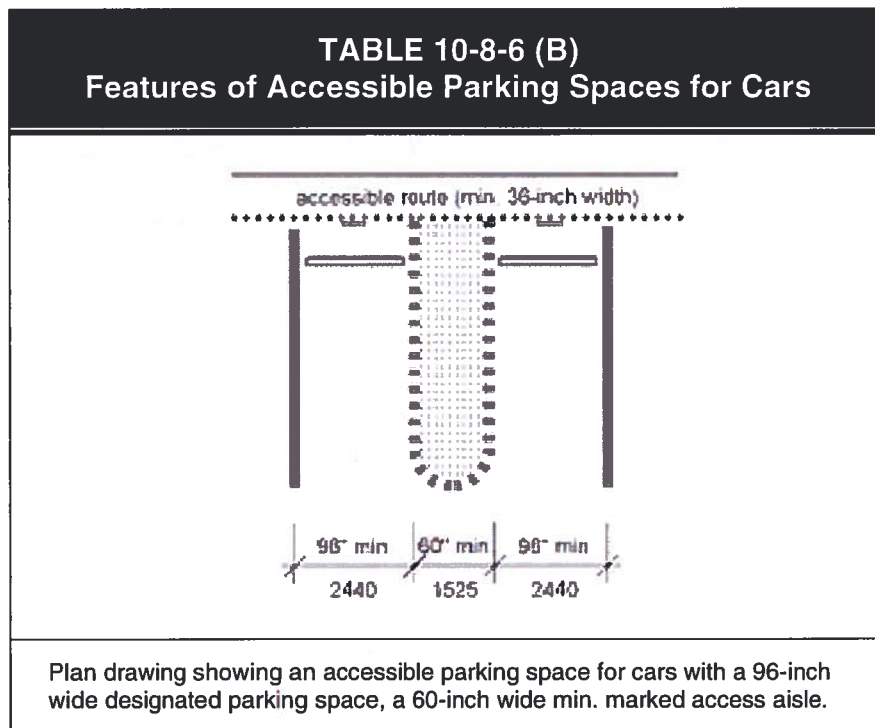
D. Dimensional Requirements: The following dimensional requirements shall apply:

1. Accessible Parking Spaces for Cars: Accessible parking spaces for cars shall have at least a sixty (60") inch-wide access aisle located adjacent to the designated parking space. The access aisle is just wide enough to permit a person using a wheelchair to enter or exit the car. These parking spaces shall be identified with a sign and shall be located on level ground.
2. Van-Accessible Parking Spaces: Van-accessible parking spaces are the same as accessible parking spaces for cars except for three features needed for vans. The following features shall apply to all van accessible parking spaces, Table 10-8-6 (A):
 - a. A wider access aisle ninety-six (96") inches to accommodate a wheelchair lift shall be required; and
 - b. A ninety-eight (98") inch minimum vertical height clearance to accommodate van heights at a van parking space, adjacent access aisle, and on the vehicular route to and from the van-accessible space shall be required; and
 - c. An additional sign that identifies the parking spaces as "van accessible" space shall be required; and
 - d. One (1) of eight (8) accessible parking spaces shall be van-accessible.



E. Location:

1. Accessible parking spaces shall be located on the shortest accessible route of travel to an accessible facility entrance. Where buildings have multiple accessible entrances with adjacent parking, the accessible parking spaces shall be dispersed and located closest to the accessible entrances.
2. When accessible parking spaces are added in an existing parking lot, the accessible parking spaces shall be located on the most level ground close to the accessible entrance, Table 10-8-6 (B):
 - a. An accessible route shall always be provided from the accessible parking to the accessible entrance; and
 - b. An accessible route shall never have curbs or stairs, shall be at least three (3') feet wide; and
 - c. The accessible route shall have a firm, stable, slip-resistant surface; and
 - d. The slope along the accessible route shall not be greater than one to twelve (1:12) in the direction of travel.



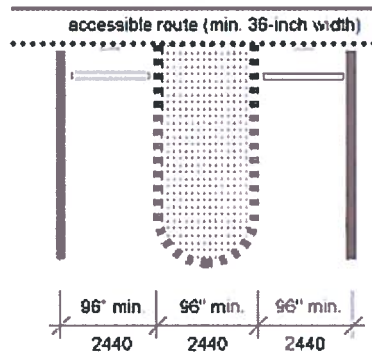
3. Accessible parking spaces may be clustered in one (1) or more lots if equivalent or greater accessibility is provided in terms of distance from the accessible entrance, parking fees, and convenience.

4. Van-accessible parking spaces located in parking garages may be clustered on one floor to accommodate the ninety-eight (98") inch minimum vertical height requirement.

F. Other Requirements:

1. Signs with the international symbol of accessibility mounted high enough so it can be seen while a vehicle is parked in the space shall be required.
2. If the accessible route is located in front of the space, wheel stops shall be installed to keep vehicles from reducing width below thirty-six (36") inches.
3. Access aisle shall:
 - a. Be at least sixty (60") inch width; and
 - b. Shall be level with a maximum slope of one to fifty (1:50) in all directions; and
 - c. Shall be the same length as the adjacent parking space(s) it serves; and
 - d. Shall connect to an accessible route to the building.
4. Ramps shall not extend into the access aisles.
5. The boundary of the access aisle shall be marked. The end may be a squared or curved shape.
6. Two (2) parking spaces may share an access aisle.
7. Sign with "van accessible" and the international symbol of accessibility shall be mounted high enough so the sign can be seen when a vehicle is parked in the space.
8. A ninety-six (96") inch minimum width access aisle, that is level with a maximum slope of one to fifty (1:50) in all directions shall be located beside every van parking space
9. Minimum ninety-eight (98") inch-high clearance at van parking space, access aisle, and on vehicular route to and from van space, Table 10-8-6 (C).

TABLE 10-8-6 (C)
THREE ADDITIONAL FEATURES FOR VAN-ACCESSIBLE
PARKING SPACES



Plan drawing showing a van-accessible parking space with a 96-inch-wide designated parking space, a 96-inch-wide min. marked access aisle.

- G. **Technical Assistance:** Answers to technical and general questions about re-striping lots or other ADA requirements are available by telephone on weekdays. You may also order the ADA Standards for Accessible Design and other ADA publications, including regulations for private businesses or State and local governments, at any time day or night. Information about ADA-related IRS tax credits and deductions is also available from the ADA Information Line. Department of Justice ADA Information Line 1-800-514-0301 (voice) 1-800-514-0383 (TTY)

Section 10-8-7: Off Street Loading Space Requirements:

- A. Any structure having a gross floor area of five thousand (5,000') square feet or more, to be occupied by a commercial or industrial use, shall be required to provide and maintain at least one off-street loading space. One additional off-street loading space shall be required for each subsequent twenty thousand (20,000') square feet of gross floor area (e.g., 25,000 square feet, 45,000 square feet, etc.)
- B. Each loading space shall be not less than ten (10') feet in width and thirty (30') feet in length and shall have fourteen (14') feet of vertical clearance.
- C. Parking and loading areas shall be designed so vehicles shall not back out into the street.

- D. No off-street loading space shall be located closer than fifty (50') feet to an abutting Agricultural or residential district unless wholly enclosed within a structure.
- E. No off-street loading space shall face an abutting residential district.

