

## **CHAPTER 8: PARKING AND LOADING REGULATIONS**

### **8.1 OFF-STREET PARKING, PAVING AND LOADING REQUIREMENTS**

#### **8.1.1 Applicability**

The requirements of this chapter shall apply to all parking and loading areas, whether required by this Ordinance or created for the convenience of property owners or users. No certificate of occupancy shall be provided unless and until the appropriate parking and loading facilities are provided in compliance with this chapter.

#### **8.1.2 Calculating Parking Requirements/Allowances**

- 1) **Parking Spaces Required/Allowed:** The minimum and maximum number of parking spaces required/allowed is based upon the use, the zoning district and any applicable planned development in which that use is located.
- 2) **Parking Requirements for Additions to Existing Structures/Uses:** The following standards shall apply when any existing use or structure is proposed for an addition or expansion that increases the unit(s) of measurement (such as number of dwelling units, gross or leasable floor area, seating capacity, building or portion of building maximum occupancy/capacity, or number of employees) used for computing the required parking facilities for that use.
  - a) When a lawful building or use not meeting the requirements for motor vehicle parking is increased in gross floor area by fifty (50%) percent or less, then only the addition shall be required to meet the standards of this chapter. The existing building or use is not required to come into compliance with the standards of this chapter.
  - b) When a lawful building or use not meeting the requirements for motor vehicle parking is increased in gross floor area by more than fifty (50%) percent, then both the existing building or use and the addition shall be required to meet the standards of this chapter. This provision shall be cumulative and shall apply to any single or group of successive increases that occur after the effective date of this chapter.
- 3) **Parking Requirements for a Change of Use:** When a change of use occurs, the minimum number of parking spaces required by this chapter for the new use shall be provided. These parking spaces must meet the dimensional requirements depicted in Section 8.1.9 of this chapter. In those cases that the existing number of parking spaces on the site exceeds the maximum permitted by this chapter for the new use, the new use may continue utilizing those parking spaces, but may not add new parking spaces without a parking waiver.
- 4) **Parking Requirements for Uses not Listed:** Parking requirements for a use not specifically listed in Table 2 shall be determined by the Planning

Commission or its designee based on the standards for the closest comparable use and on the particular parking demand and trip generation characteristics of the proposed use.

5) **Different Use Areas:**

- a) The number of parking spaces shall be computed based on the primary uses on the site except as stated in Section 8.1.2, 6), below. Where there are two (2) or more separate primary uses on a site, the required or allowed parking for the site shall be the sum of the required or allowed parking for the individual primary uses. For joint-use parking provisions, see Section 8.1.5.
- b) When more than twenty (20%) percent of the gross floor area of all buildings on a site is in an accessory use, the required or allowed parking shall be calculated separately for the accessory use.

6) **Calculations:**

- a) When the calculation of the number of required or allowed parking spaces result in fractions, any fraction less than one-half (1/2) shall be disregarded and any fraction of one-half (1/2) or more shall be rounded up to the next whole number.
- b) If the maximum number of parking spaces allowed is less than one (1), then the maximum number is automatically increased to one (1).
- c) If the maximum number of parking spaces allowed is less than or equal to the minimum number required, then the maximum number is automatically increased to one more than the minimum.

**8.1.3 Location of Parking on Lot**

Parking shall generally be located in the rear or to the side of a building. A double row or two (2) single rows of parking may be permitted in front of a building.

**8.1.4 Off-Site Parking**

If parking spaces cannot be reasonably provided on the same lot, the Planning Commission may permit off-site parking in accordance with the following:

- 1) Parking spaces required by this chapter may be located off-site on property under the same ownership as the use the parking spaces are intended to serve. Such parking spaces must be located within one thousand (1,000') feet of the buildings or uses requiring the parking. The one thousand (1,000')-foot requirement shall be measured by the shortest walking distance (using sidewalks and designated crosswalks) from the nearest point of the property on which the parking spaces are located, to the nearest point of the property on which the use is located and which the parking is intended to serve. The site must be properly zoned and have all proper approvals for automobile parking areas.

- 2) Parking spaces required by this chapter may be located on property under separate ownership from the use the parking is intended to serve as long as the following conditions are satisfied:
- a) The applicant(s) demonstrates that one (1) or more uses located off-site exceed the minimum number of parking spaces required by this chapter and are willing to allocate a certain number of the excess spaces to another use to meet its minimum number of required spaces.
  - b) The site is properly zoned and has all proper approvals for automobile parking areas.
  - c) Off-site parking spaces intended to serve customers and clientele must be located within five hundred (500') feet, and spaces intended to serve employees and staff within one thousand (1,000') feet of the buildings or uses requiring the parking. The five hundred (500')- and one thousand (1,000')-foot requirements shall be measured by the shortest walking distance (using sidewalks and designated crosswalks) from the nearest point of the property on which the parking spaces are located, to the nearest point of the property on which the use is located and which the parking is intended to serve.
  - d) All parties shall execute a properly drawn legal instrument/ agreement providing for the use of the off-site parking spaces. This instrument shall be drawn to the satisfaction of the Town Attorney and shall be executed by all parties concerned assuring the availability of the number of spaces designated for off-site use and shall be recorded in the Shelby County Register's Office. No lease, easement or license of parking spaces may be cancelled without sixty (60) days prior written notice to the Town Planner and a copy of the signed lease, easement, license or agreement must be filed with the application. The applicants and their successors shall annually provide certification to the Town Planner that the parking spaces associated with the off-site parking agreement are still available. The applicant shall provide the Town Planner with immediate written notice at any time that any of the parking spaces associated with the off-site parking agreement become unavailable and shall have thirty (30) days from the time that the parking spaces associated with the off-site parking agreement became unavailable to provide the required number of parking spaces or to apply for a parking waiver to reduce the required number of spaces. The use's Certificate of Occupancy shall be conditioned upon the continued availability of the required number of parking spaces.

#### 8.1.5 Joint Use Parking – Shared Parking

The Planning Commission may authorize the joint use of required parking spaces when two (2) or more uses on the same or separate properties are able to share the same parking spaces because their peak parking demands occur at different times. Joint use of off-street parking spaces shall be subject to the following:

- 1) A Parking Study that conforms to the requirements of Section 8.1.12 shall be submitted by the applicants.
- 2) The number of parking spaces which may be credited against the requirements for the structures or uses involved shall not exceed the number of spaces reasonably anticipated to be available during any hours of operation as determined by the Planning Commission based upon the Parking Study.
- 3) The joint parking spaces intended to serve customers and clientele must be located within five hundred (500') feet, and spaces intended to serve employees and staff within one thousand (1,000') feet of the buildings or uses being served by such facility, measured by the shortest walking distance (using sidewalks and designated crosswalks) from the nearest point of the property on which the parking facility is located, to the nearest point of the property on which the use is located and which the parking is intended to serve. Additionally, signage shall be provided identifying any parking spaces that are being leased or jointly used, who those spaces are available to, and any other restrictions (e.g. time available) that may apply. The location and size of such signage shall be required as part of the joint use agreement and shall be subject to review and approval by the Planning Commission or its designee.



- 4) Off-street parking areas required for residential use shall not be included in any joint parking arrangement.
- 5) All parties shall execute a properly drawn legal instrument/agreement providing for the joint use of the off-street parking areas. This instrument shall be drawn to the satisfaction of the Town Attorney and shall be executed by all parties concerned assuring the availability of the number of spaces designated for joint use and shall be recorded in the Shelby County Register's Office. The applicants and their successors shall annually provide certification to the Town Planner that the parking spaces associated with the joint use agreement are still available. The applicant shall provide the Town Planner with immediate written notice at any time that any of the parking spaces associated with the joint use agreement become unavailable and shall have thirty (30) days from the time that the parking spaces associated with the joint use agreement become unavailable to provide the required number of parking spaces or to apply

for a parking waiver to reduce the required number of spaces. The use's Certificate of Occupancy shall be conditioned upon the continued availability of the required number of parking spaces.

#### 8.1.6 Credit for On-Street Parking Spaces

Legal on-street parking spaces may be used to satisfy the minimum parking space requirements of this chapter. The use of on-street parking spaces to satisfy the minimum parking space requirements of this chapter, however, in no way limits the use of said parking spaces to customers, employees or visitors of that particular use. Such parking spaces shall be available to the general public. The use of this provision shall be in accordance with the following:

- 1) Credit for on-street parking spaces may be given only in the B-3 District or in any planned development where on-street parking provisions are provided.
- 2) Any on-street parking space used in this manner must be located on a public street directly abutting and on the same side of the street as the development site.
- 3) On-street parking spaces that are not directly abutting the development site may be counted towards the minimum parking space requirements only if specifically authorized by a parking waiver.
- 4) For the purposes of this section, an on-street parking space shall be a minimum of twenty (20') feet in length. Fractional spaces less than .8 (16 feet) shall not be counted as a parking space.

#### 8.1.7 Use of Required Parking Spaces

The following shall apply to the use of required parking spaces and areas:

- 1) Required parking spaces must be available for the use of residents, customers, visitors or employees of the use. They may not be assigned in any way to a use on another site, except where the joint use parking provisions are employed in Section 8.1.5.
- 2) Required parking spaces and areas shall not be used for the display, advertisement, sale, repair, dismantling or wrecking of any vehicles, equipment or materials.
- 3) Buildings or structures shall be permitted for shelters for guards, attendants or watchmen; however, any such structure shall not occupy required parking spaces and shall be appropriately delineated on a site plan.

#### 8.1.8 Parking Area Improvements and Maintenance

- 1) **Surfacing and Facility Type**
  - a) All off-street parking areas shall be of a hard and durable surface that limits or precludes particulate air pollution. Acceptable paving materials include asphalt; brick; concrete paving and interlocking

paving blocks, including semi-pervious systems that retain space for vegetation.

- b) Developments that provide more than fifty (50) off-street parking spaces and exceed the minimum number of parking spaces required by this chapter shall either:
  - i) Surface the parking spaces in excess of the minimum using semi-pervious paving systems; or
  - ii) Provide twenty-five (25%) percent more trees within the parking area than required by the Design Guidelines Manual. The trees provided shall be shade trees that maximize the amount of shade that is provided within the parking area.

The Planning Commission may modify this requirement if the applicant demonstrates that an alternative site design, surfacing material or facility type offers greater environmental benefits than those associated with the requirements in this section.

**Example:** If a development is required to provide a minimum of eighty (80) parking spaces and provides one hundred (100) parking spaces, then the developer shall have the option of surfacing twenty (20) parking spaces using semi-pervious paving systems, or of providing twenty-five (25%) percent more shade trees within the parking area than is otherwise required.

- 2) **Striping:** All off-street parking spaces, except for those serving detached single-family uses and agricultural uses, shall be delineated using durable painted lines that meet the Manual of Uniform Traffic Control Devices (MUTCD) standards.
- 3) **Curbing:** Any designated parking area, which includes parking spaces, drives and maneuvering lanes, shall be provided with a six (6") inch vertical concrete curb or six (6") inch rolled concrete curb. This requirement does not apply to single-family or two-family residential uses on a single lot.
- 4) **Landscaping:** Parking area landscaping shall be provided in accordance with the Design Guidelines Manual.
- 5) **Lighting:** Parking area lighting shall be provided in accordance with the Design Guidelines Manual.
- 6) **Handicapped Parking Spaces:** Handicap parking spaces shall be provided in all developments, excluding single-family and two-family uses on a single lot. Spaces shall have a minimum width of twelve (12') feet. The required number of spaces is in relation to the total number of spaces provided on the site as listed below:

<u>Total Spaces in Lot</u>	<u>Required Number of Handicapped Spaces</u>
Up to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1,000	2% of total

- 7) **Signage:** All signs within off-street parking areas shall be in accordance with applicable building codes.
- 8) **Maintenance:** All off-street parking areas shall be permanently and continually maintained in good condition and free from potholes, weeds, dirt, trash and other debris.

#### 8.1.9 Parking Area Layout and Design

##### 1) **Access to Parking Spaces**

- a) All parking areas must be designed so that a vehicle may enter or exit without requiring another vehicle to move.
- b) Except for single-family and two-family uses, each off-street parking space shall open directly upon a private aisle or private driveway of such width and design as to provide a safe and efficient means of vehicular access between the parking space and public streets. Parking spaces shall be designed to preclude vehicles backing from or onto a public street.

##### 2) **Parking Space and Aisle Dimensions**

- a) The dimensions of off-street parking spaces and associated drive aisles shall be determined by applying the minimum dimensional requirements found within Table 1.
- b) The Planning Commission may modify the dimensional requirements of this section when the Commission finds that such modifications would not adversely affect the functionality of the parking area and the safety of those that use it (such as the use of other acceptable standards like ITE Manual standards).
- c) Concrete stops or similar shall be located so as to maintain adequate parking depth for vehicles. They shall be located no greater than thirty-six (36" inches) from the end of a parking

space, or center of the line dividing two (2) parking spaces, otherwise the dimensions of the space shall be modified.

3) **General Design Criteria**

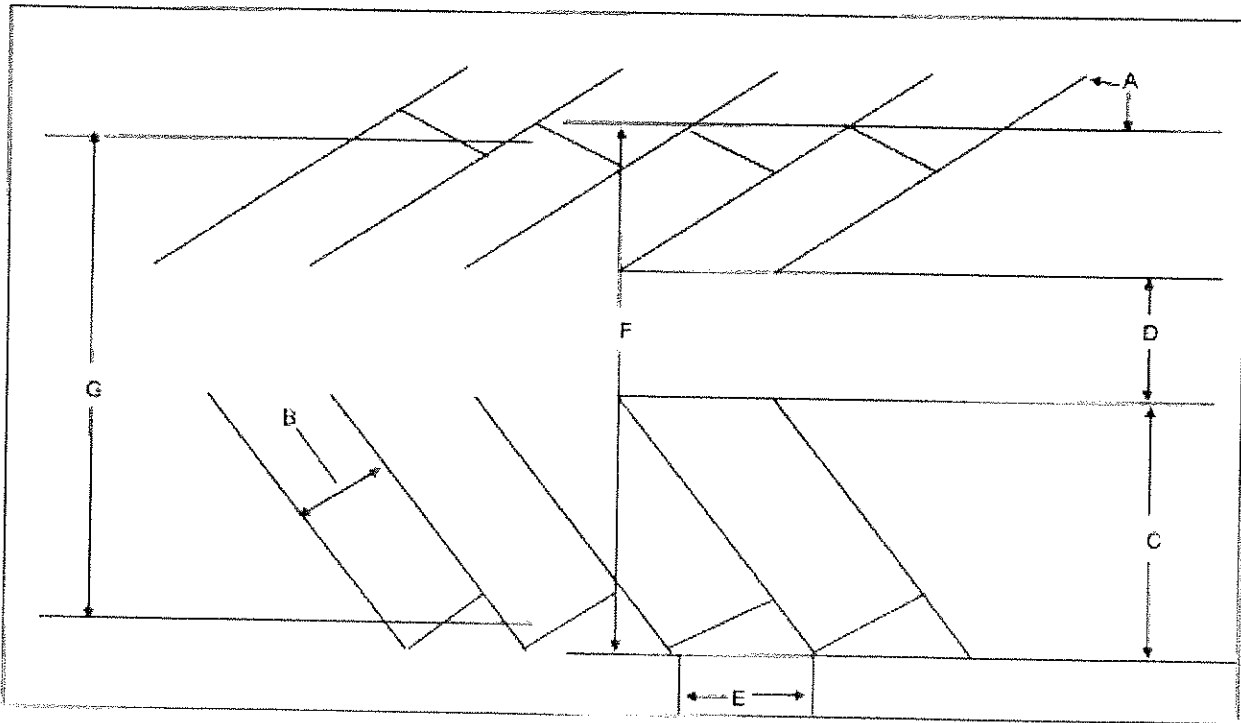
- a) The parking areas of all developments shall be designed so that sanitation, emergency, and other public service vehicles can serve such developments without the necessity of making hazardous turning movements.
- b) Circulation areas shall be designed so that vehicles can proceed safely without posing a danger to pedestrians, bicyclists, or other vehicles and without interfering with parking areas. This includes the provision for "stop", "yield", "speed limit", "do not enter," and other traffic signs at appropriate locations.
- c) Vehicles parked on private driveways shall be arranged to avoid pedestrian/vehicle conflict.



**TABLE 1**  
**PARKING DESIGN REQUIREMENTS**

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
0°	10.0'	10.0'	12.0'	22.0'	30.0'	30.0'
20°	9.0'	16.0'	12.0'	26.3'	44.0'	35.5'
30°	9.0'	18.0'	12.0'	18.0'	48.0'	40.0'
45°	9.0'	19.0'	13.0'	12.7'	52.0'	46.5'
60°	9.0'	19.5'	18.0'	10.4'	19.5'	55.0'
70°	9.0'	19.5'	19.0'	9.6'	60.5'	57.0'
80°	9.0'	20.0'	22.0'	9.1'	61.5'	60.0'
90°	9.0'	20.0'	22.0'	9.0'	61.5'	62.0'

- B = Stall Width
- C = Stall to Curb
- D = Aisle Width
- E = Curb Length per Car
- F = Curb to Curb Width of Double Row with Aisle
- G = Center to Center Width of Double Row with Aisle



### 8.1.10 Queuing for Drive-Through Facilities

In addition to meeting the parking requirements of this chapter, drive-through facilities shall comply with the following standards.

- 1) **Spaces Required:** The minimum number of queue spaces required shall be as follows. The Planning Commission may permit variations from these minimums when it finds that such modifications would not adversely affect the functionality of the parking area and the safety of those that use it. The Planning Commission may require queue spaces in excess of the minimum when it finds that the proposed facility would cause traffic to back-up on a public thoroughfare.

Use	Minimum Spaces	Measured From
Bank Teller Lane, Laundromats/Dry Cleaners, Drug Store, Ice Cream Parlor/Coffee Shop Drive-Through Lane	3 per Lane	Teller or Window
Automated Teller Machine (ATM)	3 per Machine	Teller Machine
Restaurant Drive-Through	6 per Lane	Pick-up Window
Car Wash (Conveyor Type Operated by Customer)	4 per Conveyor Unit/Stall	Entrance
Car Wash (Conveyor Type Operated/Washed by Employees)	6 per Conveyor Unit/Stall	Entrance
Car Wash (Self Service/Manual)	2 per Stall	Stall

- 2) **Minimum Dimensions:** Each queue space shall be at least ten (10') feet in width and twenty (20') feet in length.
- 3) **Design:** Each queue lane shall be clearly defined and designated so as not to conflict or interfere with other pedestrian or vehicular traffic on the site.

### 8.1.11 Parking Waiver Provisions

- 1) **General Parking Waivers:** In extraordinary cases in which the requirements of this chapter would create hardship in the use of a particular site, the Board of Zoning Appeals may consider granting a general parking waiver.
  - a) **When Required:** General parking waivers are required when an applicant wishes to provide less parking spaces than are required by this chapter, when an applicant wishes to provide more parking spaces than are allowed by this chapter, or when an applicant wishes to use on-street parking spaces that are not directly adjacent or abutting the development site or parking spaces located in a public parking lot to meet the minimum number of spaces required by this chapter.

- b) Application Requirements: General parking waiver applications must provide the following:
  - i) A completed application form.
  - ii) A district development plan depicting the use and the off-street parking areas which, except as otherwise specified herein, shall be processed, implemented and enforced as prescribed by other portions of the Zoning Ordinance. The applicant shall pay the fee specified for such a request.
  - iii) Parking Study as prescribed in Section 8.1.12.
  - iv) A current recorded deed.
  - v) Any other submittal requirements as determined by the Mayor or designee, and as provided in Chapter 10, Section 10.5.6 for the purpose of public notice.
- c) Process: The Board of Zoning Appeals shall hold a public hearing to consider any request for a general parking waiver in accordance with all provisions for variances as stated in Chapter 10, Section 10.5.4, 3).
- d) Maximum Waiver Reductions: The maximum reduction in the required number of parking spaces that can be granted by a general parking waiver shall be no more than thirty (30%) percent of the minimum number of spaces required.
- e) Required Findings: In granting a general parking waiver, the Board of Zoning Appeals must find that:
  - i) Waivers to Reduce the Minimum Number of Required Parking Spaces:
    - (1) The applicant made a good faith effort to provide as many parking spaces as possible on the site, on other property under the same ownership, or through joint use provisions; and
    - (2) The requested waiver is the smallest possible reduction of parking spaces that would accommodate the proposed use; and
    - (3) Adjacent or nearby properties will not be adversely affected; and
    - (4) The requirements found in Table 2 do not accurately depict the parking needs of the proposed use and the requested reduction will accommodate the parking demand to be generated by the proposed use; and

- (5) That there is a surplus of on-street or public spaces in the area that can accommodate the generated parking demand.
- ii) **Waivers to Provide More Parking Spaces than the Maximum Allowed:**
  - (1) The requirements found in Table 2 do not allow the provision of the number of parking spaces needed to accommodate the parking needs of the proposed use; and
  - (2) The requested increase is the minimum needed to do so.
- f) **Continued Validity:** The continued validity of a parking waiver shall be in accordance with the following:
  - i) Any reduction of the required number of parking spaces granted by the Board of Zoning Appeals shall be limited to the specific use of the property and the amount of parking shown on the Site Plan.
  - ii) Any expansion of the use beyond what is depicted on the Site Plan shall provide parking as required by this chapter.
  - iii) Any change of use of property that has been granted a parking waiver shall be reviewed by the Town Planner. If the Town Planner determines that the change in use may have a substantial impact on the need for parking facilities, the Town Planner may forward a request to the Board of Zoning Appeals to hold a public hearing to determine if the reduction of parking spaces granted to the previous use shall apply to the new use, or the Town Planner may require parking spaces be provided in accordance with Table 2 prior to the issuance of a Certificate of Occupancy.

#### 8.1.12 Parking Studies

- 1) **When Required:** A parking study shall be required when any of the following occurs:
  - a) An applicant wishes to utilize the Joint Use Parking provisions described in Section 8.1.5.
  - b) An applicant requests a parking waiver to allow the provision of less parking spaces than are required by this chapter.
  - c) An applicant requests a parking waiver to allow the provision of more parking spaces than is allowed by this chapter.
  - d) An applicant wishes to use on-street parking spaces that are not directly adjacent to or abutting the development site or parking spaces in a public parking lot to meet the minimum number of parking spaces required by this chapter.

- e) The Town Planner or Planning Commission requests a parking study due to unusual circumstances on or near the site.
- 2) **Content:** A parking study submitted to satisfy the requirements of this chapter shall include the following information based upon the reason the parking study is required. The Town Planner may waive any of these required contents or require additional information depending upon the specifics of the application. The parking study shall be reviewed by, and must be acceptable to, the Town Planner, upon consultation with the Town Engineer.

a) Joint-Use Parking

- i) A description of each site's use(s) including a detailed calculation of its required/allowed parking, a listing of peak hour(s) of parking demand for each use and/or site, and an inventory of existing spaces on each site; and
- ii) The results of at least three separate site surveys, conducted on different days that depict the usage of the existing parking spaces hourly during the peak hours of usage and hourly four (4) hours before and after that time. Site surveys are not needed for any portion of the period four (4) hours before and after the peak hour in which the use is not in operation. One of the days surveyed should be the peak day or busiest day of operation, if one can be determined for the specific use(s); and
- iii) Should the request apply to a new site development, the survey shall be conducted of similar or like facilities in terms of use and size; and
- iv) Any other information requested by the Town Planner; and
- v) A map showing the location of on-street and off-street parking spaces used in the parking study. The map shall clearly delineate the location and number of spaces used in the study.

b) Parking Waivers for Space Reductions or Increases

- i) An analysis of the peak parking demand for two (2) similar or like facilities in terms of use and size. The analysis should include the facilities' peak parking days of the week and hours of the day, as depicted by a study of the existing parking spaces hourly during the peak hours of usage and hourly four (4) hours before and after that time for each facility. It should also include the number of spaces each facility contains; or
- ii) The results of at least three (3) separate site surveys, conducted on different days that depict the usage of the existing parking spaces hourly during the peak hour of usage and hourly four (4) hours before and after that time for a similar or like facility. Site surveys are not needed for

any portion of the period four (4) hours before and after the peak hour in which the use is not in operation. One of the days surveyed should be the peak day or busiest day of operation, if one can be determined for the specific use(s); and

- iii) Any other information requested by the Town Planner.
  - iv) A map showing the location of on-street and off-street parking spaces used in the parking study. The map shall clearly delineate the location and number of spaces used in the study.
- c) Parking Waivers for Use of On-Street Parking Spaces Not Adjacent to Site or Spaces Located in Public Parking Lots
- i) A map depicting the site and all lots, uses, streets, and alleys adjacent to on-street parking spaces proposed to be used to satisfy the minimum parking space requirements of this chapter. The map should also depict the on-street parking spaces or public parking lot and should be drawn to scale and include a north arrow; and
  - ii) The results of at least three (3) separate site surveys, conducted on different days that depict the usage of the existing on-street parking spaces or public parking lot during the peak hour of usage and four (4) hours before and after that time. Site surveys are not needed for any portion of the period four (4) hours before and after the peak hour in which the use is not in operation. One of the days surveyed should be the peak day or busiest day in the vicinity, if one can be determined for the specific use(s); and
  - iii) Any other information requested by the Town Planner.
  - iv) A map showing the location of on-street and off-street parking spaces used in the parking study. The map shall clearly delineate the location and number of spaces used in the study.

#### 8.1.13 Loading Area Requirements

All buildings and uses that require the receipt or distribution of materials or merchandise by medium or heavy trucks or similar vehicles shall provide loading space in accordance with the following requirements:

- 1) New buildings, or buildings structurally altered to the extent of increasing floor area to an amount equal to the minimum floor area required to provide loading space, shall provide the number of spaces in accordance with its class of use as prescribed by this section. Only that portion erected or expanded after the effective date of this Ordinance shall be required to meet the provisions of this section.

- a) Commercial, industrial, and public utility uses shall provide off-street truck loading or unloading berths in accordance with the following:

Square Feet of Floor Area	Number of Berths Required
Less than 5,000	0
5,000 to 30,000	1
30,001 and over	2 plus 1 for each additional 90,000 square feet or portion thereof

- b) Office buildings, hotels, hospitals and institutions, schools and colleges, public buildings, recreational or entertainment facilities, and any similar use shall provide off-street truck loading or unloading berths in accordance with the following:

Square Feet of Floor Area	Number of Berths Required
Less than 100,000	0
100,001 to 200,000	1
200,001 and over	2 plus 1 for each additional 90,000 square feet or portion thereof

- c) Restaurants that have a gross floor area greater than thirty thousand (30,000) square feet shall provide at least one (1) off-street truck loading or unloading berth.
- 2) The minimum size of an off-street loading berth shall be ten (10') feet by fifty (50') feet, with a height clearance of fourteen (14') feet, exclusive of driveways and maneuvering space. The loading berth shall be designed and located to preclude the need of a delivery vehicle to back onto a public right-of-way.
  - 3) Loading and unloading spaces shall not constitute required off-street parking space; nor shall any off-street parking area be used for off-street loading purposes. No loading area may be located in the required yards.
  - 4) The number and size of loading berths required by this section may be reduced by up to fifty (50%) percent or by one (1) berth, whichever is greater, upon demonstration by the applicant that the proposed building or use can be adequately served by fewer and/or smaller berths than is required by this section.

**8.1.13 Minimum and Maximum Parking Space Requirements.**

- 1) For all properties, other than those located in the B-3, Downtown Zoning District, the minimum and maximum required parking spaces shall be determined based on the use of the property for which parking is provided, as provided in paragraph 3) below.
- 2) Parking for properties located in the B-3, Downtown Zoning District, the requirements are as follows:
  - a) Properties adjacent to the original Depot Square, as shown in Section 4.4.3, will have access to public parking spaces and no parking is required for these properties.
  - b) Parking for properties not adjacent to the original Depot Square, as shown in Section 4.4.3, shall be a minimum of one (1) space for each three hundred (300) square feet of building space for uses other than restaurants. Parking for restaurant uses shall be a minimum of one (1) space for each two (2) seats. Those properties located within three hundred (300) feet of a public parking lot may reduce their on-site parking to one (1) space for each five hundred (500) square feet.
  - c) Shared parking may be permitted in accordance with Section 8.1.5.
  - d) Credit for on-street parking spaces is permissible, in accordance with Section 8.1.6.
- 3) Minimum and maximum parking space requirements based on use (see table below).

**TABLE 2: PARKING SPACE REQUIREMENTS BASED ON USE**

Uses		Parking Space Requirements	
Category	Specific Use	Minimum Number of Spaces Required	Maximum Number of Spaces Allowed
<b>Residential</b>			
	Single Family, Attached and Detached	2 per dwelling unit	N/A
	Two Family	2 per dwelling unit	3 per dwelling unit
	Town-House		
	Multiple Family	1.5 per dwelling unit	3 per dwelling unit
	Dwelling for Persons with Disabilities that Preclude Driving	.25 per dwelling unit intended for occupancy by person with disabilities that preclude driving, plus 1.5 per dwelling unit intended to be occupied by staff support	.75 per dwelling unit intended for occupancy by person with disabilities that preclude driving, plus 2 per dwelling unit intended to be occupied by staff support



Uses		Parking Space Requirements	
Category	Specific Use	Minimum Number of Spaces Required	Maximum Number of Spaces Allowed
	Rehabilitation Home	.75 per bedroom	1.5 per bedroom
	Assisted Living Residences, Senior Citizens or Retirement Facilities	.5 per dwelling unit, plus 1 for each 2 employees on maximum shift	1.5 per dwelling unit, plus 1 for each employee on maximum shift
<b>Institutional</b>			
	Church or Place of Worship		
	Where permanent seats are installed:	1 for each 3 seats in the sanctuary or primary assembly area*	125% of the minimum number of spaces required*
	Where no permanent seats are installed:	1 per 50 s.f. of seating area in the sanctuary or primary assembly area*	125% of the minimum number of spaces required*
<p>When calculating the required parking for this use, all uses associated with the primary use on the site and their hours of operation and peak hours of usage shall be considered to determine the minimum number of parking spaces needed to adequately serve all uses associated with the primary use. The Planning Commission may waive the requirements of this Part if adequate information is provided by the applicant to determine the cumulative parking needs on the site.</p>			
	Hospital	As determined by the Planning Commission and based upon a parking study provided by the applicant or property owner.	As determined by the Planning Commission and based upon a parking study provided by the applicant or property owner.
	Golf Course	2 for each hole, plus 1 space for each two employees on maximum shift	4 for each hole, plus 1 space for each employee on maximum shift
<b>Educational</b>			
	College, Vocational or Technical School	As determined by the Planning Commission and based upon a parking study provided by the applicant or property owner.	As determined by the Planning Commission and based upon a parking study provided by the applicant or property owner.
	Day Care, Nursery School, Grade, Elementary and Junior High School	2 per classroom, or 1 per 5 seats in the primary assembly area, whichever is greater.	3 per classroom, or 1 per 3 seats in the primary assembly area, whichever is greater.
	High School	5 per classroom, or 1 per 4 seats in the primary assembly area, whichever is greater.	10 per classroom, or 1 per 3 seats in the primary assembly area, whichever is greater.

Uses		Parking Space Requirements	
Category	Specific Use	Minimum Number of Spaces Required	Maximum Number of Spaces Allowed
<b>Retail</b>			
	Automobile and Motorized Vehicle Sales	1 for each 7,000 s.f. of outdoor display/sales area, plus 1 per 250 s.f. of interior building area. Additional spaces required if automobile repair or services are provided, in accordance with those requirements.	1 for each 5,000 s.f. of outdoor display/sales area, plus 1 per 150 s.f. of interior building area. Additional spaces required if automobile repair or services are provided, in accordance with those requirements.
	Book, Art, Gift, Pet, Music, Flower Shops and Similar Uses (if greater than 50,000 sq. ft., parking requirements for department/discount stores shall apply)	1 per 250 s.f.	1 per 150 s.f.
	Building Materials, Garden Supply, Hardware, Home Improvement, Paint Stores	1 per 300 s.f., plus the requirements for any outdoor display or sales area.	1 per 200 s.f., plus the requirements for any outdoor display or sales area.
	Convenience Store and Gasoline Service Stations	1 per 300 s.f., plus 1 per fuel pump.	1 per 150 s.f., plus 1 per fuel pump.
	Food Stores	1 per 250 s.f.	1 per 150 s.f.
	Greenhouse or Nursery	1 per 300 s.f. or covered or uncovered floor area.	1 per 150 s.f. of covered or uncovered floor area.
	General Merchandise Stores, Apparel and Accessory Stores, Drug/Pharmacy Store or Shopping Center with a mix of uses, which may or may not be in a single building.		
	Less than 15,000 s.f.	1 per 200 s.f.	1 per 180 s.f.
	15,000 - 50,000 s.f.	1 per 300 s.f.	1 per 200 s.f.
	50,001 - 400,000 s.f.	1 per 250 s.f. of gross leasable floor area	1 per 225 s.f. of gross leasable floor area.
	Greater than 400,000 s.f.	1 per 225 s.f. of gross leasable floor area.	1 per 200 s.f. of gross leasable floor area.
		<b>NOTE:</b> Movie theatre uses shall be calculated independently.	<b>NOTE:</b> Movie theatre uses shall be calculated independently.
	Home Furniture, Furnishings and Equipment Stores	1 per 400 s.f.	1 per 200 s.f.
	Liquor Stores	1 per 250 s.f.	1 per 150 s.f.
	Museum and Art Gallery	1 per 300 s.f.	1 per 150 s.f.
	Restaurant		
	Sit Down (with or without drive-through)	1 per 125 s.f.	1 per 50 s.f.
	Drive-through	1 per 200 s.f., plus queuing spaces as required in Section 8.1.10.	1 per 125 s.f., plus queuing spaces as required in Section 8.1.10.

Uses		Parking Space Requirements	
Category	Specific Use	Minimum Number of Spaces Required	Maximum Number of Spaces Allowed
	Vehicle Wash		
	Car Wash Conveyor Type Operated by Customer	1 space for each conveyor unit or stall plus 1 space for each vacuum unit (if not accessible to que spaces.)	2 spaces for each conveyor unit or stall, plus 1 space for each vacuum (if not accessible from que spaces).
	Conveyor Type Operated/ Washed by Employees	1 space for each 2 employees on maximum shift.	1 space for each 1 employee on maximum shift.
	Self-Service Manual Type	2 spaces for each stall, plus 1 space for each vacuum unit (if not accessible to queue spaces).	3 spaces for each stall, plus 1 space for each vacuum unit (if not accessible to queue spaces).
		See Section 8.1.10 for queue space requirements.	See Section 8.1.10 for queue space requirements.
<b>Commercial Services</b>			
	Automotive Repair and Services	1 for each employee on the maximum shift, plus 2 for each service bay (each service bay may count as 1 space).	1 for each employee on maximum shift, plus 5 for each service bay (each service bay may count as 1 space).
	Auto Rental Agency	1 per 400 s.f., plus 1 for each 2 employees on maximum shift, with a minimum of 5 spaces.	1 per 200 s.f., plus 1 for each 2 employees on maximum shift, with a minimum of 5 spaces.
	Banks, Credit Unions and Other Depository Institutions		
	Drive-through and/or Walk-in Facility	1 per 300 s.f. plus spaces for queuing.	1 per 200 s.f., plus spaces for queuing.
	Automated Teller Machine (ATM) Only	Queuing spaces as required in Section 8.1.10.	Queuing spaces as required in Section 8.1.10.
	Barber or Beauty Shop	1 per 250 s.f..	1 per 100 s.f..
	Business Services, including Photocopying, Photo Copying	1 per 250 s.f..	1 per 150 s.f..
	Dry Cleaning and Laundry	1 space for each 300 s.f. of gross floor area.	1 space for each 150 s.f. of gross floor area.
	Drive-through	Above requirements, plus queue spaces as required in Section 8.1.10	Above requirements, plus queue spaces as required in Section 8.1.10
	Funeral Homes	1 per 150 s.f. in parlors or assembly areas.	1 per 75 s.f. in parlors or assembly areas.
	Health Services and Personal Services	1 per 200 s.f..	1 per 125 s.f..
	Hotels and Motels	1 for each sleeping room or individual suite of sleeping rooms, plus 1 for each 250 s.f. of gross floor area within the restaurant/bar/entertainment/meeting facility (if applicable).	1.5 for each sleeping room or individual suite of sleeping rooms, plus 1 for each 100 s.f. of gross floor area within the restaurant/bar/entertainment/meeting facility (if applicable).
	Motion Pictures Theaters	1 space for each 4 seats.	1 space for each 3 seats.

Uses		Parking Space Requirements	
Category	Specific Use	Minimum Number of Spaces Required	Maximum Number of Spaces Allowed
	Offices - General/ Administrative/ Professional	1 per 350 s.f..	1 per 200 s.f..
	Veterinarians, Kennels	3 spaces, plus 1 for each 2 employees on maximum shift.	5 spaces, plus 1 for each 2 employees on maximum shift.
<b>Commercial Amusements</b>			
	Athletic Fields	As determined by the Planning Commission and based upon a parking study provided by the applicant or property owner.	As determined by the Planning Commission and based upon a parking study provided by the applicant or property owner.
	Bowling Alleys	4 for each alley or lane	6 for each alley or lane.
	Golf Driving Ranges and Miniature Golf Courses	1 for each 1.5 tees, plus 1 for each 1.5 employees on maximum shift.	1 for each tee, plus 1 for each employee on maximum shift.
	Horseback Riding Stables (Commercial)	1 for each horse boarded at the facility.	3 for each horse boarded at the facility.
	Indoor Athletic and Exercise Facilities/Health Club/ Gymnastic, Karate, Yoga Studios and Similar Facilities	1 per 300 s.f..	1 per 100 s.f..
	Tennis Centers	1 for each 2 employees on maximum shift, plus 4 for each court.	1 for each employee on maximum shift, plus 6 for each court.
<b>Industrial, Manufacturing, Warehouse and Storage</b>			
		1 for each 1.5 employees based on combined employment count of the main shift plus the second shift.	1 space for each employee based on combined employment count of the main shift plus the second shift.
<b>Other Uses</b>			
	Accessory Use in a Residential Development (Pool, Tennis Courts, etc.)	As determined by the Planning Commission.	As determined by the Planning Commission.
<b>Mixed-Use</b>			
	Mixed-use Development that includes Residential and Non-residential Uses	As determined by the Planning Commission and based upon a parking study provided by the applicant or property owner.	As determined by the Planning Commission and based upon a parking study provided by the applicant or property owner.
Unless otherwise noted, building square footage is a measurement of gross floor area.			
s.f = square foot/s.f.			