

DIVISION 2. ADDITIONAL STANDARDS

Sec. 42-285. Reserved.

Sec. 42-286. Minimum off-street parking.

(a) *Requirements.* Any use which is established, expanded or changed shall be required to provide the minimum number of off-street parking areas as specified in this section.

- (1) Assisted living facility: One space per 2 dwelling units, plus one per employee, plus additional spaces as required for nursing and extended care facilities, as applicable.
- (2) Auditoriums, movie theaters, and similar places of assembly with fixed seating: One space for every five seats.
- (3) Automobile filling station: 1 space per 200 SF of GFA.
- (4) Automobile sales, used: One space per 500 SF of enclosed sales area, plus two spaces per service bay, plus one space per employee, plus one space per 2,500 of outdoor sales area.
- (5) Bank or financial institution: One space per 250 SF of GFA.
- (6) Bed and breakfast or country inn: Two spaces, plus one space per guest room.
- (7) Child care center: One space per employee plus one space per 400 SF of GFA.
- (8) Contractors and construction services: Five spaces, plus one space per company vehicle, plus one space per employee.
- (9) Convenience stores: One space per 200 SF of GFA.
- (10) Convention center, motel or hotel: One space per guest room, plus one space per two employees, plus one space per 200 SF of assembly area, plus 50 percent of the minimum number of spaces required for dine-in restaurant facilities, as applicable.
- (11) Dry cleaners: One space per 500 SF of GFA, plus one space per employee.
- (12) Farm and garden shops or stores, retail nurseries and greenhouses: One space per 500 SF of enclosed sales area, plus one space per 2,500 SF of outdoor sales area.
- (13) Fraternal and social clubs or lodges: One space per five occupants based on the maximum occupancy load of the assembly area.
- (14) Funeral homes or mortuaries: One space for every four seats for parlors with fixed seating, plus one space for each company vehicle, plus one space per two employees.
- (15) Government buildings: One space per 65 SF of assembly area, plus 1.25 spaces per employee.
- (16) Grocery stores: One space per 200 SF of GFA.
- (17) Hospitals: One space per 300 SF of GFA.
- (18) Indoor recreational facility, dance or fitness studio: One space per 200 SF of GFA.

- (19) Libraries: One space per 250 SF of GFA, plus one space per employee.
- (20) Light vehicle and automobile repair shops: Two spaces per service bay plus one space for each employee.
- (21) Manufacturing, processing, and production: One space per company vehicle, plus one space per 1,000 SF of GFA or 1 space per employee, whichever is greater.
- (22) Medical or health care facility or clinic: One space per 300 SF of GFA.
- (23) Museums, cultural centers or art galleries: Five spaces, plus one space per each 300 SF of GFA of space over 1,000 square feet.
- (24) Nursing home or extended care facility: One space per three beds, plus one space per employee.
- (25) Office, administrative, business or professional: One space for each 300 SF of GFA.
- (26) Outdoor recreational facilities: Five spaces per acre of the total site area used for active and passive recreation facilities.
- (27) Outdoor sales or display area (not otherwise specified): One space per 500 SF of outdoor sales area, plus one space per employee assigned to work in such area.
- (28) Personal services (not otherwise listed): One per 200 SF of GFA.
- (29) Place of assembly without fixed seating: One space for every five occupants based on the maximum occupancy load of the assembly area. (30) Residential uses, multi-family dwelling:
 - a. Efficiency and one bedroom units: 1.5 spaces per dwelling unit.
 - b. Two bedroom units: Two spaces per dwelling unit.
 - c. Units with more than two bedrooms: 2.5 spaces per dwelling unit.
- (31) Residential uses, single family dwelling, single family detached, or semi-detached dwelling units: Two spaces per dwelling unit.
- (32) Restaurant or catering services, carry-out only (no seating facilities): One space per 100 SF of GFA, plus one space per employee.
- (33) Restaurant or eating establishment, with seating facilities: One space per 150 SF of GFA; plus one space for each four seats of outdoor seating.
- (34) Retail sales establishment (not otherwise listed): One space per 200 SF of GFA for the first 10,000 square feet of total gross floor area, plus four spaces per 1,000 SF of GFA for the total gross floor area above 10,000 square feet.
- (35) Schools, colleges or universities: Two spaces per 1.67 students based on the maximum occupant load of the interior space of the building designed as classrooms.
- (36) Schools, elementary: 0.25 spaces per student based on the maximum occupancy load of the interior space of the building designed as classrooms.
- (37) Schools, middle: 0.25 spaces per student based on the maximum occupancy load of the interior space of the building designed as classrooms.

- (38) Schools, Montessori: 0.3 spaces per student based on the maximum occupancy load of the interior space of the building designed as classrooms, plus 1.25 spaces per employee.
- (39) Schools, high: 0.35 spaces per student based on the maximum occupancy load of the interior space of the building designed as classrooms.
- (40) Schools, technical, trade, vocational or business: One space per employee, plus one space per 400 SF of GFA.
- (41) Self-storage facility or mini-warehouse: Five spaces.
- (42) Shopping center: One space per 200 SF of GFA.
- (43) Studio space or workshop for artist, crafter or photographer (not including retail sales area): One space per employee.
- (44) Veterinary hospital or clinic; pet or animal daycare, grooming or boarding facility: One space per 300 SF of GFA.
- (45) Warehouse: One space per 1,000 SF of GFA, or one space per employee, whichever is greater.
- (46) Wholesale trade establishment: One space per 1,000 SF of GFA plus one space per company vehicle.

(b) *General standards.*

- (1) Every building or structure shall be provided, at the time of initial construction, or at such time as a principal use of any building, structure or lot is established, with the minimum required off-street parking spaces required by this section
- (2) Except as otherwise provided in this section, every building or structure changed in use or structurally altered shall be furnished with adequate off-street parking, vehicle drive aisles, and ingress and egress, but only to the extent that the change in use or structural alteration necessitates the need for additional parking.
- (3) The town recognizes that the parking requirements listed in subsection (a) of this section cannot and will not cover every possible situation that may arise. Therefore, the parking space requirements, for a use not specifically listed in subsection (a) of this section shall be the same as for a listed use of similar characteristics of parking demand generation, as determined by the zoning administrator.
- (4) If there are no similar characteristics of parking demands, the zoning administrator shall use the formula of one parking space for each 200 square feet of gross floor area of the building.
- (5) When a change to, or expansion of, an existing use, building or structure is proposed which generates the requirement for additional parking spaces in excess of existing available parking spaces, the zoning administrator shall require a parking lot plan and other documentation of the change to, or expansion of, the existing parking lot to ensure adequate parking is provided in accordance with the requirements of this section.
- (6) The parking requirements above are in addition to space for storage of automobiles, trucks, trailers, recreation vehicles, or other similar vehicles stored or offered for sale in connection with a particular use.

- (7) The parking requirements in this article do not limit special requirements which may be imposed by approval of a zoning map amendment or conditional use permit.
- (8) Where fractional spaces result, the parking spaces required shall be construed to be the next highest whole number.
- (9) Vehicles being parked within required parking lots solely for advertising purposes are prohibited; this does not include service vehicles or company vehicles ancillary to the business use on the property.
- (10) Except as otherwise provided in this section, any area designated as required off-street parking shall not be changed to another use unless equal facilities meeting the standards of this section are provided elsewhere in accordance with the applicable requirements of this section, or unless the minimum parking requirements of the site are reduced based on the parking demand of the proposed use.
- (11) All non-residential uses shall provide handicapped accessible parking in accordance with the latest edition of the International Building Code (IBC) and the most current Americans with Disabilities Act Accessibility Guidelines (ADAAG). Such spaces shall be considered part of, rather than in addition to, the number of required spaces.
- (12) The town council may reduce, as part of the approval of a zoning map amendment or conditional use permit, the minimum number of parking spaces required for a use or combination of uses where the numbers of spaces required by this section are determined by the council to be excessive.
- (13) All parking spaces shall be designed to prevent vehicles from extending over any property line, right-of-way, sidewalk or travel way. Where parking spaces allow a vehicle to extend over the face of curb into such areas, an additional parking space depth of 18 inches shall be provided and/or parking bumper stops shall be incorporated into the parking space design. Parking bumper stops shall be installed in all gravel parking lots to identify the locations of off-street parking spaces.
- (14) When used in this section, the following words, terms and phrases shall have the meanings ascribed to them in this subsection:
 - a. *Assembly area* means the area of one or more spaces or rooms on the interior of a building designed and arranged for the assembly of persons, or members of the organization who assemble therein, but which does not contain fixed seating for such a purpose.
 - b. *Enclosed sales area* means the area of one or more spaces or rooms on the interior of a building designed and arranged for the display of goods, products, equipment, or machinery offered for sale or rental on the premises.
 - c. *Maximum occupancy load* means the aggregated maximum occupancy load of one or more rooms or spaces on the interior of a building, based on the specific use category of each space, as identified in the latest edition of the adopted International Building Code (IBC).
 - d. *Outdoor sales area* means the area of land located on the exterior of a building used, or proposed to be used, for the storage or display of goods, products, equipment, or machinery offered for sale or rental on the premises.

- (15) When the minimum number of required parking spaces is listed on a per employee basis, the number of employees shall be calculated for the maximum shift of employment, that is, the eight-hour period during the work day having the highest number of full- and part-time employees working at the establishment simultaneously.

(c) *Parking space dimensions.* The following table provides the minimum size requirements for automobile parking spaces:

Table 4-1 Minimum Size Requirements for Parking Spaces

Parking Options	Length (feet)	Width (feet)
Standard, head-in (diagonal or perpendicular)	18	9
Parallel spaces	8	22
Stacking spaces	8	18
Handicapped parking	Per IBC Standards	

(d) *Parking aisle and driveway widths.* Parking lot aisle and driveway widths shall conform to the following table, which varies the width requirement according to the angle of parking.

Table 4-2 Parking Angle and Driveway Widths

Parking Angle (Degrees)					
Aisle Width	0	30	45	60	90
Driveway Width (in feet)					
One-way traffic	15	15	15	18	22
Two-way traffic	19	20	21	22	22

(e) *Location and use of off-street parking spaces.* All off-street parking spaces shall be located on the same site, within the same development or within 500 feet of the lot containing the structure or use to which they are accessory. A recorded deed, easement, lease agreement or parking license agreement shall be provided demonstrating that permission for off-site parking has been granted by the owner of the off-site parking area. No off-street parking for a structure or use located in the Town Center Core, Town Center Fringe, C-1, C-2 or CI-1 districts shall be located within a residential zoning district or the Town Center Residential Area except as provided below in subsections (f) and (g).

(f) *Joint use of off-street parking spaces.*

- (1) A single parking area may contain required spaces for several different uses, but except as otherwise provided in this subsection, the required spaces assigned to one use may not be credited to any other use.
- (2) Required off-street parking spaces may be provided cooperatively for two or more uses on the same lot or site or within the same development subject to

approval by the zoning administrator or other applicable approving authority. The approving authority may allow a reduction in the aggregate number of required parking spaces of up to maximum of 25 percent. A recorded deed, easement, lease agreement, parking license agreement or other appropriate legal instrument from the property owners is required and shall clearly indicate the terms of the agreement as well as a length of time for which it shall remain in effect. In approving a request for shared parking, the approving authority shall require a parking study prepared by the applicant which evaluates the extent to which:

- a. Peak parking usage will occur at different periods of the day;
- b. Patrons and employees visiting the site or development are likely to visit two or more uses during one trip;
- c. The shared parking is conveniently located in reasonable proximity to all the buildings or uses being served; and
- d. The location and design of the shared parking in relation to the buildings or uses will mitigate the potential for pedestrian safety hazards due to vehicular/pedestrian conflicts.

(g) *Special parking requirements in the C-1 District.*

- (1) Where a change in use is requested or proposed to an existing building or structure or portion thereof in the C-1 District which is devoted to any use other than a residential use at the time of the request, or which was devoted to any such non-dwelling use prior to the date of the request for a period not exceeding two years, for the purposes of establishing any nonresidential use, no additional off-street parking spaces shall be required for any such use in excess of the off-street parking spaces appurtenant to the building or structure in existence at the time of the request, whether such existing spaces are located on the subject parcel or an adjacent parcel, provided the parcel on which the proposed nonresidential use is located lies within 500 feet of a public parking lot or on-street parking spaces, and provided further that the off-street parking spaces in existence at the time of the request shall not be reduced in number or otherwise changed to another use so long as the use occupies the building or structure; otherwise, the off-street parking requirement for the use shall be met in full in accordance with the applicable provisions of this section.
- (2) Where a proposed use or change in use is requested or proposed in the C-1 District, not including requests or proposals for which paragraph (1) of this subsection is applicable, not more than twenty-five (25) percent of the number of on-street parking spaces, and not more than twenty-five (25) percent of the total number of spaces in a public parking lot, located within 500 feet of a property in the C-1 District, may be counted toward meeting the off-street parking requirement for a non-residential use on such property. In order for such public and on-street parking spaces to be counted towards the off-street parking for any such property in the C-1 District, all such spaces must be properly identified on a parking plan submitted for approval to the zoning administrator.

(Ord. of 9-21-2006, § 4-3; Ord. No. 2011-12-002, 12-8-2011; Ord. No. 2013-02-0002, 2-28-2013)

Sec. 42-287. Off-street loading requirements.

On the same premises with every building, structure or part thereof, the use of which customarily involves the receipt or distribution by vehicles of goods, materials or merchandise, there shall be provided and maintained on the lot adequate space based upon the maximum number of vehicles normally loading or unloading at any one time for standing, turning, loading, and unloading services in order to avoid interface with public use of the streets and alleys. With the exception of residential uses, at least one, but not more than five, off-street loading spaces shall be required.

(Ord. of 9-21-2006, § 4-4)

Sec. 42-288. Reserved.

Sec. 42-295. Reserved.