

CHAPTER 440 PARKING AND LOADING REGULATIONS

Section 440.01 Purpose

In order to relieve traffic congestion in the streets, to minimize any detrimental effects of off-street parking areas on adjacent properties, and to ensure the proper and uniform development of off-street parking areas throughout the Village, off-street parking and loading spaces and driveways for every use shall be provided in accordance with the standards established in this Zoning Code. It is further intended that parking and loading areas be the least amount necessary in order to minimize the amount of impervious surfaces in the Village.

Section 440.02 Parking Facilities Required

Compliance with these parking and loading requirements will be required when the following will occur:

- A. A building is constructed or a new use is established.
- B. An existing building is altered and/or there is an increase in the number of dwelling units, seating capacity and/or floor area of a building.
- C. The use of existing building or structure or use of land is changed to a use requiring more off-street parking facilities.

Section 440.03 Units of Measure

In computing the number of parking spaces required by this Code, the following rules shall apply:

- A. *Floor Area*: Where floor area is designated as the standard for determining parking space requirements, gross floor area shall be used for all land uses.
- B. *Seating Capacity*: Where seating capacity is the standard for determining parking space requirements, the capacity shall mean the number of seating units installed or indicated, or one seat for each 24 lineal inches of benches or pews, or when fixed seats are not indicated, the capacity shall be determined as being one seat for each 20square feet of floor area of the assembly room.
- C. *Employees*: Where employees are the standard for determining parking spacerequirements, employees shall mean the maximum number of employees on the largest working shift in any 24 hour period.
- D. *Fractional Numbers*: Any fractional number shall be increased to the next whole number.

- E. *Mixed Uses:*** For mixed uses, the parking spaces shall be the sum of the requirements for the various individual uses computed separately, if they are operating normally during the same hours.

Section 440.04 Credits Toward Meeting Parking Requirements

A. *Credits for On Street Parking:*

Some or all of the requirements for off-street parking spaces may be met by the provision of on-street spaces. Such credit shall be calculated by subtracting the number of marked on-street parking spaces abutting the curb of the lot on which the building or use is located. Marked spaces that extend beyond the side property lines of the lot shall not be used in calculating the credit.

B. *Credit for Alternative Modes of Transportation*

The minimum number of parking spaces required may be reduced and requirements adjusted subject to site plan approval when the Planning Commission or Board of Zoning Appeals finds that adequate parking is provided for customers, clients, visitors, and employees. An applicant must demonstrate that effective alternatives/alternative modes of transportation other than automobile access exist or will be in place at the time of their application for zoning permit. Alternatives which may be considered under this program include, but are not limited to:

1. Vanpools, ride share programs-public or private
2. Public Transit System Service
3. Flexible Work Hour Schedules
4. Bicycle Parking Facilities
5. Varied Work Shifts
6. Shared Parking Areas

The applicant shall demonstrate how the alternative(s) will be implemented, the permanency of such mode(s), the extent of the program, the number of vehicles the mode(s) will replace, and other pertinent information.

Section 440.05 Exemptions/Allowances for Older Buildings

In commercial districts, all business uses in structures erected prior to 1940 shall be exempt unless they are enlarged more than 50% of the current floor area. Proof of ability to meet parking needs shall be incorporated in the site plan review application.

Section 440.06 Schedule of Off-Street Parking Requirements

<u>Principle Building or Use</u>	<u>Minimum Spaces Required</u>
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A. *Residential Uses*

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|---|---|
| 1. Single and two family dwellings
(Attached or detached) | 2 spaces/dwelling unit |
| 2. Multi-family units | 2 spaces/dwelling unit |
| 3. Assisted living, nursing home,
congregate care facility | 1 space for every 3 beds plus 1 space
for every 3 employees. |

B. *Office, Professional Service Uses:*

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|---|---|
| 1. Business, Professional and Administrative
Offices | 1 space per 300 sq. ft. of floor area |
| 2. Medical, Dental Offices, Clinics including
urgent care facilities | 1 space per 200 sq. ft. of floor area. |
| 3. Funeral Homes | 1 space/50 sq. ft of floor area of
assembly room or 1 space for every
4 seats, whichever is greater |
| 4. Hospitals | 1 space for every 2 beds, plus 1
space for every 3 employees |
| 5. Veterinarian Office | 1 space/300 sq. ft of floor area |

C. *Retail/Service Uses*

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|------------------------------------|--|
| 1. Retail or personal service uses | 1 space/200 sq. ft of floor area |
| 2. Bank, Financial establishments | 1 space/250 sq. ft of floor area |
| 3. Beauty parlors/barber shops | 2 spaces per chair |
| 4. Self service laundry | 1 space/4 washing machines |
| 5. Restaurants-table service | 1 space/50 sq. ft of floor area or
1 space for every 2 seats of seating
capacity, whichever is greater, plus
one space for each delivery vehicle. |
| 6. Restaurants-counter service | 1 space/50 square ft of floor area.
plus one space for each delivery |

Vehicle

- | | |
|---|---|
| 7. Snack bars associated with a principal area.
use | 1 space/50 square ft of floor |
| 8. Furniture and appliance; building materials sales, supply; showrooms of plumbers, decorators, electricians or similar trades; nursery and garden supply establishments | 1 space/400 sq. ft. of floor area |
| 9. Hotels and motels | 1 space/guest room or suite plus 1 space/every 2 employees |
| 10. Bed and Breakfast | 1 space/guest room in addition to parking required for dwelling |

D. *Automotive Uses*

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|---|---|
| 1. Gasoline Station | 1 space/employee |
| 2. Auto service station, auto repair garage, other similar business | 2 spaces per service bay, plus 1 space/employee |
| 3. Car/Truck Wash Facilities | 1 space/employee |
| 4. Car/Truck sales/rental facilities | 1 space/400 sq. ft of floor area of sales room, plus 1 space for each service stall in the service room |

E. *Commercial Entertainment/Recreation Use*

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| 1. Indoor Theaters | 1 space/every 3 seats of seating capacity |
| 2. Auditoriums and other places of public assembly | 1 space/every 4 seats of seating capacity |
| 3. Dance halls, private clubs | 1 space/50 sq. feet of floor area |
| 4. Bowling alleys | 4 spaces/lane |
| 5. Sports fitness centers | 1 space/200 sq. ft of exercise area |

	including locker and equipment rooms
6. Golf course	8 spaces/green
7. Miniature golf	2 space/hole
8. Golf driving range	3 spaces/tee
9. Tennis, Racquet Ball, Handball courts	4 spaces/court
10. Swimming pools, public and private (not associated with residences)	1 space/50 sq. ft. of defined active recreation area including water, lawn deck and bathhouse
11. Other outdoor recreation facilities	1 space/every 4 seats of bleacher capacity
<i>F. General Commercial and Industrial Uses:</i>	
1. Wholesale marketing and distribution of goods; storage; warehousing of goods; printing; publishing	1 space/800 sq. ft. of floor area
2. Research and testing labs	1 space/400 sq. ft of floor area
3. All other types of industrial uses	1 space/400 sq. ft. of floor area
4. Mini/self storage	1 space/every 10 individual storage plus 1 space per employee of the facility to be located at the office.
<i>G. Educational Facilities</i>	
1. Elementary, middle/junior high schools	2 spaces/classroom plus 1 space/every 4 seats in the largest assembly hall.
2. Senior high school	1 space/2 teachers, employees, and administrators, plus 1 space/10 students, plus 1 space/every 4 seats in the largest assembly hall.
3. Colleges	1 space/5 students based upon maximum capacity
<i>H. Community Facilities</i>	

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|---|---|
| 1. Churches and other places of worship | 1 space/every 4 seats of seating capacity in the principal assembly area. |
| 2. Library, museum, community center or similar public or semi public buildings | 1 space/every 4 seats in any assembly area plus 1 space/500 sq. ft. of remaining floor area |
| 3. Child day care center | 1 space/8 students, based on centers regulated capacity |
| 4. Adult day care facility | 1 space/10 adults, based on the facility's regulated maximum capacity |

Section 440.07 Off Street Waiting Spaces For Drive Through Facilities

Drive through facilities which by their nature create lines of customers waiting to be served within automobiles shall provide off-street waiting spaces, on the same lot as the use, in addition to the required number of parking spaces specified in Schedule 440.06 in accordance with the following requirements:

A. Minimum Number of Waiting Spaces:

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| 1. Establishments serving and/or selling food and/or drinks | 8 waiting spaces |
| 2. Automatic car wash facilities where a chain conveyor or other similar method is used to move the vehicle through the structures | 8 waiting spaces |
| 3. Facilities with service windows or service entrances such as banks, ticket booths, and similar facilities | 8 waiting spaces, but not less than 5 spaces per window or stall when there are 2 or more windows or stalls. |
| 4. Self serve car wash facilities | 4 waiting spaces/stall |
| 5. Gasoline Stations | 2 waiting spaces per accessible side of a gasoline pump island |

Section 440.08 Handicapped Parking

Parking facilities serving buildings and facilities required to be accessible to the physically handicapped, shall have conveniently located designated spaces provided as follows:

Schedule 440.08 **Handicapped Parking Space Requirements**

TOTAL SPACES IN LOT/STRUCTURE	NUMBER OF DESIGNATED ACCESSIBLE SPACES REQUIRED
Up to 100	One space per 25 parking spaces
101 to 200	4 spaces plus 1 per 50 spaces over 100
201 to 500	6 spaces plus 1 per 75 spaces over 200
over 500	10 spaces plus one per 100 spaces over 500

Section 440.09 Shared Parking

To the maximum extent possible, parking areas shall be shared with adjacent uses. A written agreement for joint use of such spaces, approved by Planning Commission, shall be filed with the application for a zoning permit. This approval may occur during the site plan review in reviewing parking/circulation plans. Development or reuse plans which show a reduction in parking spaces required may be approved if it can be shown that the number of spaces shown is appropriate and is consistent with these regulations when it is determined that:

- A. For a mixed use project, or a single use project for which the different components of the use have different parking requirements, because of varying peak demands, the uses can be adequately accommodated with a lesser number of parking spaces than that which is required based on the sum of the various uses computed separately.
- B. The required parking spaces for a proposed use can be accommodated on an adjacent or nearby site and binding arrangements are made between the businesses and other property owners that are not normally open, used or operated during the same hours to share parking facilities in order to meet their parking requirements.

Section 440.10 Location of Off-Street Parking Spaces

- A. Parking spaces for all detached one and two-family residential uses shall be located on the same lot as the use that they are intended to serve.
- B. Parking spaces for other residential uses, ie., multifamily, shall be located within 300 feet of the entrance of principal use they are intended to serve.
- C. Parking spaces for all other uses shall be located within 500 feet of the principal use they are intended to serve.

D. All off site parking which is intended to meet these requirements must be under the ownership of the principal use intended to serve or the owner of the principal use must demonstrate the ability to utilize the parking spaces for their principal use.

E. All off street parking areas constructed to meet these requirements shall be constructed at the rear of the building or side of the building. No parking shall be permitted in the front of the structure.

Section 440.11 Dimensions of Parking Spaces and Aisles

A parking space shall have a minimum rectangular dimension of not less than nine (9) feet in width and eighteen (18) feet in length. All dimensions shall be exclusive of driveways, aisles, and other circulation areas.

Section 440.12 Driveway Access and Aisles

A. Location:

1. Driveway entrances and exits must be located at least 50 feet from any street intersection. Any access on State Route 44 or any other major arterial shall also provide sufficient space to provide cars entering lots to efficiently enter the parking area or access to parking to avoid queuing on SR 44 or other major arterials.
2. Access drives must be located at least 30 feet from another access drive, measured from the edge of the pavement.
3. Residential drives must be located at least 5 feet from the property line.

B. Number of Access Drives:

1. Parking areas having a capacity of 25 spaces or less shall have one combined entrance/exit drive.
2. Parking areas having a capacity of more than 25 spaces shall have two access drives.

C. Width of Access Drives:

The width of access drives for non residential uses shall be no less than 10 feet wide/lane but not more than 12 feet/lane.

- D. The radius of the edge of the access drive apron shall be at least 30 feet so that a vehicle may enter from or exit onto the curb lane without obstructing vehicles in other lanes.

- E. In cases where shared access exists, no person shall place, or cause to be placed, any object(s), impediment or obstacle which would obstruct or restrict the use of such shared access. Violations of this section shall be subject to the penalties provided for in Section 650.07 of this Code. (*Ord. 2010-08, eff. 04-15-10*)
- F. Signage must be posted near the entrance and exit to parking areas to warn pedestrians of such entering and exiting traffic.
- G. Driveway aisles shall be not less than twenty five (25) feet wide for ninety degree (90) parking, twelve (12) feet wide for parallel parking, eighteen and one half (18.5) feet for sixty (60) degree parking, and thirteen and one half feet (13.5) feet for forty five (45) degree parking, and eleven feet (11) feet for thirty (30) degree parking.

Section 440.13 Off-Street Loading Regulations

- A. Off-street loading spaces with proper access from a street, service drive, alley, shall be provided whenever the normal operation of any development requires that goods, merchandise or equipment be routinely delivered to or shipped from that development/use.
- B. The loading and unloading area must be of sufficient size to accommodate the numbers and types of vehicles that are likely to use this area, given the nature of the development proposed.
- C. The minimum dimensions of a loading space shall be 12 feet wide by 50 feet in length and have overhead clearance of 15 feet, and shall be exclusive of any driveways, aisles, and other circulation areas.
- D. Loading and unloading areas shall be so located and designed that the vehicles intended to use them can maneuver safely and conveniently to and from a public rightof way and complete the loading and unloading operations without obstructing or interfering with any public right-of way or any parking space or parking lot aisle.
- E. No area allocated to loading and unloading facilities may be used to satisfy the area requirements for off-street parking, nor shall any portion of any off-street parking area, sidewalk, street or other public rights of way be used to satisfy the area requirements for loading and unloading facilities nor shall vehicles be parked on such areas during loading and unloading.
- F. Off street loading spaces shall not be used for the repair or servicing of motorvehicles.
- G. All loading spaces shall be located on the same lot as the use served except within the V-C District.
- H. Loading spaces within the V-C District may be shared, provided that space meeting the requirements of this code can be met for each use during peak delivery/pick up

times.

Schedule 440.13

**SCHEDULE OF REQUIRED OFF
STREET LOADING SPACES**

Gross Floor Area of Structure (Square Feet)	Number of Required Loading Spaces
Up to 10,000	0
10,001-50,000	1
50,001-100,000	2
100,001-200,000	3
200,001-400,000	4

For each additional 100,000 square feet
add 1 additional loading space

Section 440.14 Design and Maintenance

- A. *Setbacks:* Parking spaces and areas shall conform to the requirements for accessory uses for the District in which they are located, but in no case shall be any closer than 5 feet to a property line.
- B. *Lighting:* Any parking and loading area which is intended to be used during non daylight hours shall be properly illuminated to avoid accidents and to enhance safety for the users of such areas. Any lights used to illuminate a parking or loading area shall be designed and arranged as to reflect the light away from the adjoining property. No open light sources such as stringing of light bulbs shall be permitted. Lighting shall not produce hazardous glare for drivers of vehicles or pedestrians.
- C. *Surfacing:* All off-street parking and loading facilities including parking spaces, loading spaces, access drives and aisles (except for single, two family, and agricultural uses) shall be improved with asphalt bituminous concrete, cement

concrete, or equivalent paved surfacing. Such paving material and base material shall be capable of supporting anticipated loads without damage for a reasonable period of time. The owner, at their own expense, shall maintain the surface in a smooth and dust free condition and repair any disintegration of the surface by patching or resealing when such disintegration occurs.

Alternate parking area material/surface may be approved by the Planning Commission at the time of site plan review, if such surface/materials are low

maintenance, capable of supporting projected traffic and weight, present no additional safety risks than paved surfacing would, are not likely to become a nuisance and would result in less storm water runoff than an impervious surface.

- D. *Drainage*: All parking and loading areas shall be designed and constructed to provide for proper drainage of surface water to prevent the drainage of such water on to adjoining properties, walkways or creation of a hazardous condition on any street. Drainage plans shall be reviewed and approved by the Village Engineer.

Section 440.15 Parking Lot Buffering and Landscaping Requirements

A. Buffering and Screening

1. All parking lots and loading areas that abut a street right of way shall be buffered from the right of way by a landscaped area, exclusive of sidewalks or utility easements, no less than four (4) feet wide in which is located a continuous row of evergreen shrubs no less than 3.5 feet high, nor more than six feet high, or a combination of such shrubs and shade and ornamental trees. Parking lots adjacent to residential properties require screening either through walls, opaque fences, berming or complete landscape screening containing evergreens that will grow to six feet in height and 75% opacity within 2 years of planting, or a combination to achieve complete year around screening of the parking area from residential view.
2. In cases where substantial grading is necessary that results in a parking lot lower in elevation than the surrounding or adjacent right of way, the resulting embankment must be planted with low shrubs and shade or ornamental trees.
3. Where berming is used, slopes shall not exceed 25% for grass covered areas. Berms planted with ground cover and shrubs may be steeper, however, no slope shall exceed 50%.
4. In cases where quality woodlands exist, preserve the existing trees between the parking lot and the right of way. Provide additional evergreen shrubs if needed to achieve an effective visual buffer.
5. Parking lot perimeters:

- a. When abutting non-residential uses, a minimum landscaped buffer of 3 feet is required from lot lines. Landscaped buffers may be a combination of evergreens, deciduous trees, shrubs, and perennials native to this area. There shall be a minimum of one shade tree per 40 feet of perimeter. Additional shade trees may be necessary to effectively shade/screen the parking lot.
- b. Where quality woodlands exist, a minimum of 25 feet of such vegetation shall be preserved along the perimeter of the lot. Additional evergreen shrubs shall be provided if necessary.

The Planning Commission may require additional buffer area and screening for high impact uses.

B. *Parking Lot Interior Landscaping*

1. No less than 10% of the interior of parking areas must be landscaped. This is necessary to break up the visual expansiveness of lots and to reduce glare and heat. Amounts greater than 10% interior landscaping may be necessary to effectively shade the parking lot, reduce the impact of noise and fumes as well as the visual impact of glare, headlights, parking lot lights from the public right of way and from adjoining properties .

To achieve these objectives, the following shall be utilized at a minimum:.

- a. Create planting islands to be located throughout the lot and planted with shade trees, low shrubs and/or ground cover. These should be located at the ends of parking rows.
 - b. Provide landscaped islands a minimum of 9 feet wide between every 10-15 spaces that shall include shade trees. There shall be one shade tree planted and maintained on every island.
 - c. All trees shall be no less than 2" diameter at breast height and each tree shall be provided with at least 40 square feet of unpaved area around its trunk.
2. Within the interior, landscaping shall be used to delineate vehicular and pedestrian circulation patterns. Clear legible signs, different color and texture paving materials, raised areas, and other techniques should be used to further direct the flow of both vehicular and pedestrian traffic within the lot.
 3. General Guidelines for All Parking Lots:
 - a. Use deciduous shade trees with ground cover or low shrubs as the primary landscape material within parking lots. Avoid tall shrubs or low branching trees that will restrict visibility.
 - b. For planted islands that are parallel to spaces, islands should be a minimum of 9 feet wide to allow doors to open.
 - c. For planted islands that are perpendicular to spaces, islands should be a

minimum of 8 feet wide to allow for overhang of parked cars. If parking is only on one side of the island, an eight foot width is still required.

4. In large parking lots, separate pedestrian walkways are to be provided to allow

safe movement within the lot. These walkways should generally be oriented perpendicular to and between parking bays. Adjacent to the walks, trees should be planted. These plantings will aid in the identification of walkway locations within the lot and in provision of shade for the pedestrian. The following guidelines apply to the development of walkways within large parking lots:

- a. One walkway can serve as a collector for up to four rows of parked cars.
- b. The walkways should be minimum of 4 feet wide, allowing an additional 30 inches on each side for the overhang of automobiles.
- c. All walkways should be raised to a standard sidewalk height and should be constructed of different paving material than the parking lot.
- d. All walkways shall be handicap accessible.

C. *Maintenance Responsibility for Landscaped Areas*

All plantings must be properly maintained in order for the landscaped area to fulfill the objectives of this Chapter. The owner of the property and any tenant on the property where a landscaped area is required shall be jointly responsible for the maintenance of all plant material. Such maintenance shall include all actions necessary to keep the landscaped areas free of litter and debris and to keep the plantings healthy and orderly in appearance. Any vegetation that constitutes part of a landscaped area shall be replaced in the event that it dies.

D. *Small Lots Exempt from Landscaping Requirements*

Parking lots of twenty or less spaces are exempt from interior requirements, but shall address all other landscaping requirements.

Section 440.16 Site Plan Review

Any off street parking area, loading area, aisle or driveway which is constructed or changed as to location, materials, or drainage facilities requires the submission of a site plan according to the procedures specified in Chapter 610.