

Chapter 7:

Off Street Parking and Loading Regulations

7.1. General Requirements – In all zoning districts the requirements for off-street parking facilities to be used for the storage or parking of motor vehicles by the employees, occupants, or patrons of a building hereafter erected, altered, or extended shall be provided and maintained as prescribed:

1. In determining the parking spaces required, if such spaces result in a fractional part, the number of spaces required shall be construed to be the next highest whole number.
2. Whenever a use is increased in floor area, units of service, or whatever base used, additional parking spaces shall be provided in amounts hereafter specified for the use if the existing parking facilities are inadequate to serve the increased activity.
3. Off-street parking facilities for single-family and two-family dwellings shall be located on the same lot or plot of ground as the building served.
4. Off-street parking facilities for multifamily dwellings containing up to and including ten (8) dwelling units shall be provided on the same lot or plot of ground as the building served.
5. Off-street parking facilities for multifamily dwellings containing in excess of ten (10) dwelling units shall be located at a distance not to exceed one hundred and fifty (150) feet from the structure served.
6. Off-street parking facilities for industrial or commercial establishments employing two hundred (200) or more employees shall be located within three hundred (300) feet of the building or buildings served. Greater distances shall be acceptable only upon the recommendation of the Planning Commission and approval by the Mayor and Board of Aldermen.
7. Collective off-street parking facilities serving one or a number of commercial or industrial establishments may be provided; however, such facilities shall contain no less parking spaces than the sum of the requirements of the individual uses. Such collective parking facilities should be located not more than two hundred (200) feet (measured along pedestrian walkways) from any of the establishments served.
8. Off-street parking requirements for uses not specifically mentioned herein shall be based upon the parking requirements for uses of a similar or related nature upon the recommendation of the Planning Commission and the approval of the Mayor and Board of Aldermen.
9. Driveway entrances and exits shall not be computed as a part of the required parking area.
10. Detailed plans of all curb cuts or driveways in commercial and industrial districts shall be submitted for approval to the Planning Commission before any building permit may be obtained for such curb cuts or driveways.

7.2.1 Loading Space Requirements – On the same premises with building, structures, or parts thereof erected and occupied for manufacturing, warehousing, mortuary, hospitals, or similar uses involving the receipt or distribution of materials or merchandise, there shall be provided and maintained adequate off-street space for standing, loading, and unloading to avoid undue interference with public use of streets and alleys.

7.2.2 Minimum Off-Street Parking Space Requirements

The calculation of the minimum parking space requirements shall be rounded up to the nearest whole number.

Use	Minimum Number of Parking Spaces
Residential:	
Two to Three dwelling units	1 Space per bedroom plus 1 space per dwelling unit for guest parking. Perpendicular parking only. (Side by side only)
Four or more dwelling units	1 Space per bedroom plus 1 space per dwelling unit for guest parking. Perpendicular parking only. (Side by side only)
Vertical Mixed-Use Building	2 spaces per dwelling unit plus the nonresidential use requirements of this table
Retail Stores and Service or Repair Shops	1 space per 400 square feet of floor area ¹
Bank or Office Buildings ²	1 space per 400 square feet of floor area ¹
Hotel, Motel or Bed and Breakfast Houses	1 space per guest room ¹
Card Rooms	1 space per 200 square feet of floor area, plus one space for each card room chair ¹ ,
Eating and/or Drinking Establishments	1 space per 200 square feet of floor area ¹
Drive-Through Retail without Indoor Seating ¹	1 space per employee plus 2 spaces for pickup
Indoor Recreation Facility	1 space per 200 square feet of floor area ¹
Electric Vehicle Charging Station	Provided spaces shall not be included in calculation of the minimum requirements for other uses in this table
Church	1 space for each 6 seats or 12 feet of bench in the principal place of worship ⁴
Elementary and Middle School	1 space for each 12 students ^{1, 5}
High School	1 space for each 4 students ^{1, 5}
Library	1 space per 400 square feet of reading room
Day Care	1 space per employee plus 2 spaces for loading and unloading areas
Nursing or Assisted Living Facilities	1 space per 3 beds plus 2 space per 2 employee at maximum shift
Rehabilitation Facility – Outpatient	1 space per 200 square feet of floor area ¹
Rehabilitation Facility – Inpatient	1 space per 2 beds plus 2 space per 2 employee at maximum shift
Group Home or Adult Foster Care	1 space per 3 beds plus 1 space per 2 employee at maximum shift
Adult Day Care Facility	1 space per employee plus 2 spaces for loading and unloading areas
Industrial or Manufacturing	1 space per 500 square feet of floor area ¹
Commercial Storage or Warehousing	1 space per 1,000 square feet of floor area
Government Buildings	1 space per 300 square feet of floor area and 1 space per full-time employee ⁵
1 Plus one space per maximum number of employees.	
2 Includes medical and dental offices.	
3 Including balconies and choir lofts.	
4 Based on maximum capacity, including temporary structures.	

7.2.3 Joint use of facilities

Joint parking and/or loading facilities serving two or more uses, structures, or parcels of land may be approved to satisfy the requirements of both facilities, provided the owners or operators of the uses, structures, or parcels show that their operations and parking needs do not overlap in point of time. If the uses, structures, or parcels are under separate ownership, the right to joint use of the parking space must be evidenced by a deed, lease, contract, or other appropriate written document to establish the joint use.

