

Article 11: Off-Street Parking, Queing, & Loading Standards

11.1 Purpose.

The purpose of this Article is to provide off-street parking, queuing, and loading facilities in proportion to the need created by each land use. These Regulations further provide for accommodation of vehicles in a functionally and aesthetically satisfactory manner and to minimize adverse impacts on adjacent land uses.

11.2 Relationship to the Comprehensive Plan.

The parking and loading standards are intended to implement the Comprehensive Plan goals, objectives, and elements.

11.3 Applicability.

These Requirements shall apply to all parking and loading areas in all zoning districts, whether required by these Zoning Regulations or created for the convenience of property owners or users. No zoning compliance permit or building permits shall be issued unless and until the appropriate motor vehicle parking and loading facilities are provided in compliance with these standards. These standards shall not apply to agricultural operations as defined in Article 5 of these Zoning Regulations.

11.4 Calculation of Parking Requirements/Allowances.

- A. Minimum (Required) and Maximum (Allowed) Parking Spaces. The minimum and maximum number of parking spaces required and allowed is based upon the specific land use. To determine the minimum number of parking spaces required and the maximum allowed, locate the applicable land use and apply the requirements associated with the specific use.
- B. Parking Requirements for Additions to Existing Structures/Uses. The following standards shall apply when an addition or expansion to an existing use or structure increases the unit(s) of measurement (e.g., 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.
 1. 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 Part. The existing building or use is not required to come into compliance with the standards of this Part.
 2. 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 Article. This provision shall be cumulative and shall apply to any single or group of successive increases that occur after the effective date of this Part.
 3. When a lawful building or use not meeting the requirements for motor vehicle parking is increased in gross floor area to the extent that three or less parking spaces are required as a result of the addition, no additional parking spaces shall be required. This exception shall be cumulative and in no case shall its use allow a single or group of successive increases that occur after the effective date of this Part to exceed the three parking space threshold.
- C. Parking Requirements for a Change of Use. When a change of use occurs, the minimum number of parking spaces required by this Part for the new use shall be provided. These parking spaces must meet the dimensional requirements depicted in Section 11.11 of this Part. In those cases that the

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existing number of parking spaces on the site exceeds the maximum permitted by this Part for the new use, the new use may continue utilizing those parking spaces, but may not add new parking spaces without a Parking Waiver.

D. Parking Requirements for Uses not Listed. Parking requirements for a use not specifically listed in Table 11.4.1 shall be determined by the Planning Commission Director based on the standards for the closest comparable use and on the particular parking demand and trip generation characteristics of the proposed use.

E. Different Use Areas.

1. The number of parking spaces shall be computed based on the primary uses on the site except as stated in 11.4(E)(2) of this Section below. Where there are two 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 11.7 of this Part.
2. 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, with the exception that an accessory use constituting twenty (20) percent or less of the gross floor area of all buildings on a site shall be calculated independently when the accessory use is specified in the parking requirements for the primary use found in Table 11.4.1.

Example: In a 40,000 square foot building with a 30,000 square foot warehouse and a 10,000 square foot accessory office area, the required or allowed parking would be computed separately for the office and warehouse uses.

F. Calculations.

1. 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.
2. If the maximum number of parking spaces allowed is less than one, then the maximum number is automatically increased to one.
3. 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.

Table 11.4.1 Minimum and Maximum Motor Vehicle Parking Based on Use.

Use	Minimum Required	Maximum Allowed
<i>Residential Uses</i>		
Single-family dwellings <ul style="list-style-type: none"> ▪ Located on lot less than 5,000 square feet in size 	1 space for each dwelling unit (driveways, carports and garages may be used to fulfill this requirement)	No more than 3 vehicles owned or leased by a resident may be parked outdoors. This does not include vehicles parked in garages or carports with at least 3 sides enclosed (see Section 11.13).

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Use	Minimum Required	Maximum Allowed
<i>Residential Uses (continued)</i>		
Single-family dwellings (continued) <ul style="list-style-type: none"> ▪ Located on lot between 5,001 and 30,000 square feet in size ▪ Located on lot greater than 30,000 square feet in size 	2 spaces for each dwelling unit (driveways, carports and garages may be used to fulfill this requirement)	No more than 4 vehicles owned or leased by a resident may be parked outdoors. This does not include vehicles parked in garages or carports with at least 3 sides enclosed (see Section 11.13).
Duplexes or twinhomes	1 space for each dwelling unit (driveways, carports and garages may be used to fulfill this requirement)	No more than 5 vehicles owned or leased by a resident may be parked outdoors. This does not include vehicles parked in garages or carports with at least three (3) sides enclosed (see Section 9.1.15).
Multi-family dwellings (3+ units)	1 ½ space for each dwelling unit	2 ½ spaces for each dwelling unit
Senior citizen or retirement facilities	½ space for each bed or dwelling unit, plus 1 space for each 2 employees on maximum shift	1 ½ space for each bed or dwelling unit, plus 1 space for each employees on maximum shift
Dwellings for persons with disabilities that preclude driving	¼ space for each dwelling unit to be occupied by person with disability, plus 1 ½ space for each dwelling unit to be occupied by support staff	¾ space for each dwelling unit to be occupied by person with disability, plus 2 spaces for each dwelling unit to be occupied by support staff
Assisted living facilities	½ space for each dwelling unit, plus 1 space for each employee on maximum shift	1 ½ space for each bed or dwelling unit, plus 1 space for each employees on maximum shift
Rooming, boarding, and lodging houses and bed and breakfast	¾ space for each bedroom rented, plus 2 for principal dwelling	1 ½ space for each bedroom rented, plus 2 for principal dwelling
Accessory residential uses (e.g., swimming pools, club houses, tennis courts, etc.)	<i>As determined by the Planning Commission Director</i>	<i>As determined by the Planning Commission Director</i>
<i>Office Uses</i>		
General professional office	1 for each 350 square feet of gross floor area	1 space for each 200 square feet of gross floor area
Medical, dental, veterinary office or clinic	1 space for each 250 square feet of gross floor area	1 space for each 150 square feet of gross floor area
Telemarketing facility, call centers, and similar uses	1 space for each 250 square feet of gross floor area	1 space for each 125 square feet of gross floor area

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Use	Minimum Required	Maximum Allowed
<i>Office Uses (continued)</i>		
Banks and related financial institutions <ul style="list-style-type: none"> ▪ Drive-through and/or walk-in facility ▪ Drive-through only 	<p>1 space for each 300 square feet of gross floor area (see Section 11.12 for queue space requirements)</p> <p>1 space for each 2 employees on maximum shift, plus 2 additional spaces (see Section 11.12 for queue space requirements)</p>	<p>1 space for each 200 square feet of gross floor area (see Section 11.12 for queue space requirements)</p> <p>1 space for each employee on maximum shift, plus 2 additional spaces (see Section 11.12 for queue space requirements)</p>
Artist, designer, photographer, and similar professional studios	1 space for each practitioner occupying the site on a full time basis, plus 1 space for every 3 students if classes are conducted on site	3 space for each practitioner occupying the site on a full time basis, plus 1 space for every students if classes are conducted on site
Audio and video recording studios	2 spaces plus 1 space for each employee on maximum shift	5 spaces plus 1 space for each employee on maximum shift
<i>Industrial and Manufacturing Uses</i>		
Industrial, manufacturing, warehouse, and storage uses	1 space for each 1.5 employees based on combined employment county of the main shift plus the second shift	1 space for each 1.5 employees based on combined employment county of the main shift plus the second shift
<i>Retail Uses</i>		
Motor vehicle sales	1 space for each 7,000 square feet of outdoor display and sales area, plus 1 space for each 250 square feet of interior display and sales area, plus parking requirements for auto service uses (if applicable)	1 space for each 5,000 square feet of outdoor display and sales area, plus 1 space for each 150 square feet of interior display and sales area, plus parking requirements for auto service uses (if applicable)
Manufactured and modular home sales	2 spaces for each employee on maximum shift, plus requirements for offices	3 spaces for each employee on maximum shift, plus requirements for offices
Grocery stores	1 space for each 250 square feet of gross floor area	1 space for each 200 square feet of gross floor area
Pharmacies and drug stores, drive-through and walk-in facility	1 space for each 300 square feet of gross floor area used by pharmacist and related waiting areas, plus 1 space for each 250 square feet of gross floor area of retail space (see Section 11.12 for queue space requirements)	1 space for each 200 square feet of gross floor area used by pharmacist and related waiting areas, plus 1 space for each 150 square feet of gross floor area of retail space (see Section 11.12 for queue space requirements)
Convenience stores and gas stations	1 space for each 200 square feet of gross floor area (parking spaces at gasoline pumps may be used to satisfy these requirements)	1 space for each 100 square feet of gross floor area (parking spaces at gasoline pumps may be used to satisfy these requirements)

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Use	Minimum Required	Maximum Allowed
<i>Retail Uses (continued)</i>		
Book, art, gift, pet, music, and flower shops and other similar uses with gross floor area less than 5,000 square feet (if greater than 5,000 square feet, parking requirements for department and discount stores shall apply)	1 space for each 250 square feet of gross floor area	1 space for each 150 square feet of gross floor are
Furniture stores	1 space for each 400 square feet of gross floor area	1 space for each 200 square feet of gross floor area
Pawn shops	1 space for each 300 square feet of gross floor area	1 space for each 200 square feet of gross floor area
Hardware and home improvement stores	1 space for each 300 square feet of gross floor area, plus the requirements for any outdoor display and sales areas	1 space for each 200 square feet of gross floor area, plus the requirements for any outdoor display and sales areas
Outdoor display and sales	1 space per 500 square feet of outdoor display and sales area	1 space per 300 square feet of outdoor display and sales area
Greenhouses and nurseries	1 space for each 300 square feet of gross floor area, plus the requirements for outdoor display and sales area	1 space for each 150 square feet of gross floor area, plus the requirements for outdoor display and sales area
Department and discount stores, including but not limited to clothing, auto parts, furnishings, appliances, etc.	1 space for each 300 square feet of gross floor area, plus the requirements for any outdoor display and sales area	1 space for each 200 square feet of gross floor area, plus the requirements for any outdoor display and sales area
Shopping and retail centers, malls, and other primarily commercial developments that include one or more retail uses in one or more buildings, located on one or more lots designed and laid out to function as an interrelated development, as evidenced by both shared driveways and common parking areas. [Any use or group of uses located within a shopping or retail center as defined herein shall have the option of satisfying the parking requirements for the individual uses within the shopping or retail center, except that the minimum parking requirements for restaurants and movie theaters shall be calculated independently.]	4 spaces for each 1,000 square feet of gross leasable area	5 spaces for each 1,000 square feet of gross leasable area

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Use	Minimum Required	Maximum Allowed
<i>Non-Retail Commercial & Recreational Uses</i>		
Restaurants <ul style="list-style-type: none"> ▪ Sit-down dining, with or without drive-through facility <ul style="list-style-type: none"> ❖ Outside dining area subject to same indoor dining requirement ▪ Carry-out, with or without a drive-through 	1 space for each 125 square feet of gross floor area (see Section 11.12 for queue space requirements) 1 space for each 200 square feet of gross floor area (see Section 11.12 for queue space requirements)	1 space for each 50 square feet of gross floor area (see Section 11.12 for queue space requirements) 1 space for each 125 square feet of gross floor area (see Section 11.12 for queue space requirements)
Ice cream parlors and coffee shops <ul style="list-style-type: none"> ❖ Outside dining area subject to same indoor dining requirement 	1 space for each 200 square feet of gross floor area (see Section 11.12 for queue space requirements)	1 space for each 100 square feet of gross floor area (see Section 11.12 for queue space requirements)
Nightclubs, taverns, dance halls, pool halls, and similar uses	1 space for each 100 square feet of gross floor area	1 space for each 100 square feet of gross floor area
Movie theaters and cinemas (indoors)	1 space for each 4 seats at maximum occupancy	1 space for each 3 seats at maximum occupancy
Drive-in movie theaters	1 space for each vehicle at maximum capacity, plus 3 spaces	1 space for each vehicle at maximum capacity, plus 10 spaces
Video rental stores	1 space for each 250 square feet of gross floor area	1 space for each 200 square feet of gross floor area
Roller or ice skating rink	1 space for each 300 square feet of gross floor area	1 space for each 150 square feet of gross floor area
Bowling alleys	4 spaces for each alley or lane	6 spaces for each alley or lane
Tennis centers	1 space for each 2 employees on maximum shift, plus 4 spaces for each court	1 space for each employees on maximum shift, plus 6 spaces for each court
Public swimming pools	1 space for each 100 square feet of water surface area, plus 1 space for 50 square feet of site area used for spectator seating	1 space for each 60 square feet of water surface area, plus 1 space for 30 square feet of site area used for spectator seating
Indoor athletic and exercise facilities, health club, gymnastics, karate and yoga studios, and similar facilities	1 space for each 300 square feet of gross floor area	1 space for each 100 square feet of gross floor area
Stadiums, arenas, tracks, athletic fields, and similar facilities	1 space for each 4 seats or 4 people accommodated at maximum capacity	1 space for each 2.5 seats or 2.5 people accommodated at maximum capacity
Golf courses	2 spaces for each hole, plus 1 space for each 2 employees on maximum shift	2 spaces for each hole, plus 1 space for each 2 employees on maximum shift
Golf driving ranges and miniature golf courses	1 space for each 1.5 tees, plus 1 space for each 1.5 employees on maximum shift	1 space for each tees, plus 1 space for each employees on maximum shift

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Use	Minimum Required	Maximum Allowed
<i>Non-Retail Commercial & Recreational Uses (continued)</i>		
Skateboard parks, water slides, and similar uses	1 space for each 5 people the facility is designed to accommodate at maximum capacity	1 space for each 2 people the facility is designed to accommodate at maximum capacity
Horseback riding stables and arena (commercial)	1 space for each horse boarded at the facility	3 spaces for each horse boarded at the facility
Auto rental agency	1 space for each 400 square feet of gross floor area in the building, plus 1 space for each 2 employees on maximum shift, with a minimum of 5 spaces	1 space for each 200 square feet of gross floor area in the building, plus 1 space for each employee on maximum shift
Auto service establishment	1 space for each employee on maximum shift, plus 2 spaces for each service bay (service bay may count as 1 of the required space)	1 space for each employee on maximum shift, plus 5 spaces for each service bay (service bay may count as 1 of the required space)
Car wash <ul style="list-style-type: none"> • Conveyor type operated by customer • Conveyor type operated by employees • Self-service manual type 	1 space for each conveyor unit or stall, plus 1 space for each vacuum unit (if not accessible to queue spaces) (see Section 11.12 for queue space requirements) 1 space for each 2 employees on maximum shift (see Section 11.12 for queue space requirements) 2 spaces for each stall, plus 1 space for each vacuum unit (if not accessible to queue spaces) (see Section 11.12 for queue space requirements)	2 spaces for each conveyor unit or stall, plus 1 space for each vacuum unit (if not accessible to queue spaces) (see Section 11.12 for queue space requirements) 1 space for each employee on maximum shift (see Section 11.12 for queue space requirements) 3 spaces for each stall, plus 1 space for each vacuum unit (if not accessible to queue spaces) (see Section 11.12 for queue space requirements)
Barber and beauty shops	1 space for each 250 square feet of gross floor area	1 space for each 250 square feet of gross floor area
Electronic and electrical repair service shop	1 space for each 300 square feet of gross floor area, with a minimum of 3 spaces	1 space for each 200 square feet of gross floor area
Picture framing, photo copying, tailor shops, and similar service shops	1 space for each 250 square feet of gross floor area, with a minimum of 3 spaces	1 space for each 150 square feet of gross floor area
Pet grooming and kennels	3 spaces, plus 1 for each 2 employees on maximum shift plus 1 space for each 3 pet owners at maximum capacity if animal training classes taught on-site	5 spaces, plus 1 for each employee on maximum shift plus 1 space for each 3 pet owners at maximum capacity if animal training classes taught on-site

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Use	Minimum Required	Maximum Allowed
<i>Non-Retail Commercial & Recreational Uses (continued)</i>		
Laundromats and dry cleaners, with and without drive-through facility	1 space for each 250 square feet of gross floor area (see Section 11.12 for queue space requirements)	1 space for each 150 square feet of gross floor area (see Section 11.12 for queue space requirements)
Catering kitchens for preparation of food for off-site consumption	2 spaces, plus 1 space for each 1.5 employees on maximum shift, plus 1 space for each business vehicle	2 spaces, plus 1 space for each 1.5 employees on maximum shift, plus 1 space for each business vehicle
Hotels and motels	1 space for each sleeping room or individual suite of sleeping rooms, plus 1 space for each 250 square feet of gross floor area within the restaurant, bar, and entertainment facilities (if applicable)	1.5 space for each sleeping room or individual suite of sleeping rooms, plus 1 space for each 100 square feet of gross floor area within the restaurant, bar, and entertainment facilities (if applicable)
Churches, synagogues, and similar religious uses	<p>When calculating the required parking for this use, consider all uses associated with the primary use on the site and their hours of operation and peak hours of usage to determine the minimum number of parking spaces needed to adequately serve all uses associated with the primary use. The Planning Commission Director may waive the requirements of Section 11.4(E) of this Part if adequate information is provided by the applicant to determine the cumulative parking needs on the site.</p>	
<ul style="list-style-type: none"> • Where permanent seats installed 	1 space for each 3 seats in the sanctuary or primary assembly areas	125 percent of the minimum number of spaces required
<ul style="list-style-type: none"> • Where no permanent seats installed 	1 space for each 50 square feet of seating area in the sanctuary or primary assembly areas	125 percent of the minimum number of spaces required
Trade, business, and other proprietary schools	1 space for each 4 classroom seats, plus 1 space for each 3 employees on maximum shift	1 space for each 2 classroom seats, plus 1 space for each employee on maximum shift
Colleges and universities	<i>As determined by the Planning Commission Director</i>	<i>As determined by the Planning Commission Director</i>
Primary, grade, elementary, intermediate, middle, and junior high schools	2 spaces for each classroom, or 1 space for each 5 seats in the primary assembly area, whichever is greater OR <i>as determined upon review by the Planning Commission Director</i>	3 spaces for each classroom, or 1 space for each 3 seats in the primary assembly area, whichever is greater OR <i>as determined upon review by the Planning Commission Director</i>

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Use	Minimum Required	Maximum Allowed
<i>Non-Retail Commercial & Recreational Uses (continued)</i>		
High schools	5 spaces for each classroom, or 1 space for each 4 seats in the primary assembly area, whichever is greater OR <i>as determined upon review by the Planning Commission Director</i>	10 spaces for each classroom, or 1 space for each 3 seats in the primary assembly area, whichever is greater OR <i>as determined upon review by the Planning Commission Director</i>
Day care centers, day nurseries, nursery schools, and similar uses	2 spaces for each employee on maximum shift or 1 space for each employee on maximum shift plus an area designated for children drop-off and pick-up that must be approved by the agency responsible for the approval of off-street parking facilities	4 spaces for each employee on maximum shift or 2 spaces for each employee on maximum shift plus an area designated for children drop-off and pick-up that must be approved by the agency responsible for the approval of off-street parking facilities
Funeral homes and mortuaries	1 space for each 150 square feet of gross floor area in parlors or assembly areas	1 space for each 75 square feet of gross floor area in parlors or assembly areas
Fire stations <ul style="list-style-type: none"> <li data-bbox="237 957 553 989">• With full-time paid staff <li data-bbox="237 1062 505 1094">• With voluntary staff 	1 space for each 2 employees on the maximum shift, plus 3 additional spaces	1 space for each employee on the maximum shift, plus 3 additional spaces
	4 spaces for each piece of apparatus OR <i>as determined upon review by the Planning Commission Director</i>	6 spaces for each piece of apparatus OR <i>as determined upon review by the Planning Commission Director</i>
Hospitals	1 space for each 2 beds, plus 1 space for each 2 employees on maximum shift	1 space for each bed, plus 1 space for each employee on maximum shift
Asylums, institutions, and homes for convalescents, orphans, or indigents	1 space for each 6 beds	1 space for each 2 beds
Social and fraternal clubs or lodges, union halls, and similar uses	Individual recreational components should be counted separately.	
	1 space for each 150 square feet of gross floor area	1 space for each 150 square feet of gross floor area
Libraries, museums, art galleries, and similar uses	1 space for each 300 square feet of gross floor area	1 space for each 150 square feet of gross floor area
Post offices	1 space for each 300 square feet of gross floor area	1 space for each 150 square feet of gross floor area
Airports	<i>As determined upon review by the Planning Commission Director</i>	<i>As determined upon review by the Planning Commission Director</i>

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Use	Minimum Required	Maximum Allowed
<i>Non-Retail Commercial & Recreational Uses (continued)</i>		
Bus and train stations	<i>As determined upon review by the Planning Commission Director</i>	<i>As determined upon review by the Planning Commission Director</i>
Penal and correctional facilities	<i>As determined upon review by the Planning Commission Director</i>	<i>As determined upon review by the Planning Commission Director</i>
<i>Other / Miscellaneous Uses</i>		
Mining and quarrying operations	1.5 spaces for each 2 employees on maximum shift	1 space for each employees on maximum shift
Sanitary landfill	<i>As determined upon review by the Planning Commission Director</i>	<i>As determined upon review by the Planning Commission Director</i>

11.5 Location of Parking on Lot. Off-street parking for single-family residential uses and duplexes is permitted in the required front or street side yard only on a hard surface or approved semi-pervious driveway that does not exceed twenty (20) feet in width and that leads to a garage, carport, house or rear yard.

11.6 Off-Site Parking.

- A. Parking spaces required by this Part may be located off-site on property under the same ownership as the use the parking spaces are intended to serve as long as the following conditions are satisfied:
1. Parking spaces intended to serve customers and clientele must be located within 500 feet;
 2. Parking spaces intended to serve employees and staff within 1,000 feet of the buildings or uses requiring the parking;
 3. The 500 and 1,000 feet 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; and,
 4. The site must be properly zoned and have all proper approvals for motor vehicle parking areas.
- B. Parking spaces required by this Part 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.
1. The applicant(s) demonstrates that one or more uses located offsite exceed the minimum number of parking spaces required by this Part and are willing to allocate a certain number of the excess spaces to another use to meet its minimum number of required spaces;
 2. The site is properly zoned and has all proper approvals for automobile parking areas;
 3. Off-site parking spaces intended to serve customers and clientele must be located within 500 feet;
 4. Off-site parking spaces intended to serve employees and staff within 1,000 feet of the buildings or uses requiring the parking;
 5. The 500 and 1,000 feet 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;
 6. 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 Planning

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Commission's 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 County Clerk's Office. No lease, easement or license of parking spaces may be cancelled without sixty (60) days prior written notice to the Planning Commission Director 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 Planning Commission Director that the parking spaces associated with the off-site parking agreement are still available. The applicant shall provide the Planning Commission Director 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.

11.7 Joint Use Parking. The Planning Commission Director may authorize the joint use of required parking spaces when two 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:

- A. A Parking Study that conforms to the requirements of Section 11.15 shall be submitted by the applicants;
- B. 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 recommendation of the applicable agency responsible for approval of off-street parking facilities;
- C. Joint use parking sites must be properly zoned and have all proper approvals for motor vehicle parking areas; and,
- D. The joint parking spaces shall comply with the following conditions:
 1. The parking spaces intended to serve customers and clientele must be located within 500 feet;
 2. The parking spaces intended to serve employees and staff within 1,000 feet of the buildings or uses being served by such facility;
 3. The 500 and 1,000 feet 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;
 4. 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, and the 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 (e.g., this lot is available from 6 p.m. to 11 p.m. to patrons of "Mike's Diner.");
 5. Off-street parking areas required for residential use shall not be included in any joint parking arrangement; and,
 6. 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 Planning Commission's 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 County Clerk's Office. The applicants and their successors shall annually provide certification to the Planning Commission Director that the parking spaces associated with the joint use agreement are still available. The applicant shall provide the Planning Commission with immediate written notice at

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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 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 Zoning Compliance Permit shall be conditioned upon the continued availability of the required number of parking spaces.

11.8 Credit for On-Street and Public Parking.

Uses within the Central Business District (B-2) may satisfy minimum parking requirements of this Part by using on-street parking spaces and public parking 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:

- A. 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. (e.g., a site with 56 feet of frontage on a public street can claim credit for three parking spaces; a site with 55 feet of frontage can claim credit for two spaces).
- B. Any public parking areas used in this manner must be located within 500 feet of the buildings or uses requiring the parking, and the 500-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;
- C. On-street parking spaces and public parking areas which are governed by parking meters or by peak hour parking restrictions may not be used to satisfy the minimum parking requirements of residential uses, but may be used for all other uses as long as the restricted hours of use do not overlap with the use's peak hours of operation. Bus stops, clear zones adjacent to curb cuts and other areas in which parking is prohibited shall not be included in the calculation of on-street parking spaces.
- D. On-street parking spaces that are not directly abutting the development site and public parking areas that are not within 500 feet of the building or uses may be counted towards the minimum parking space requirements only if specifically authorized by a Parking Waiver.
- E. For the purposes of this section an on-street parking space shall be a minimum of 20 feet in length. Fractional spaces less than .8 (16 feet) shall not be counted as a parking space.

11.9 Use of Required Parking Spaces.

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

- A. 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 (see Section 11.7).
- B. Fees may be charged for the use of required parking spaces.
- C. Required parking spaces and areas shall not be used for the storage, display, advertisement, sale, repair, dismantling or wrecking of any vehicles, equipment, products, or materials.

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- D. 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 the approved development plan.

11.10 Parking Area Improvements and Maintenance.

A. Surfacing and Facility Type.

1. All off-street parking areas, except for those serving agricultural uses, shall be of a hard and durable surface that limits or precludes particulate air pollution. Asphalt, brick, concrete paving and interlocking paving blocks, including semi-pervious systems that retain space for vegetation, are acceptable paving materials. Other paving materials, such as gravel, may be permitted upon approval by the Planning Commission staff but must include a binding agent to stabilize the surface and prevent dust.
2. Developments that provide more than fifty (50) off-street parking spaces and exceed the minimum number of parking spaces required by this Part shall either:
 - a. Surface a portion of its total parking area proportional to the extent to which the minimum number of parking spaces is exceeded using concrete; or
 - b. Surface the parking spaces in excess of the minimum using semi-pervious paving systems; or
 - c. Provide twenty-five (25) percent more trees within interior site landscape areas (traffic islands, etc.) than is otherwise required by these Regulations, the Commercial Establishment Design Standards Ordinance or other applicable regulations for the site's entire parking area. The trees provided shall maximize the amount of shade that is provided within the parking area. Additionally, the interior site landscape areas shall be designed to maximize their ability to absorb the site's stormwater runoff in an effort to improve the water quality of the stormwater runoff and to provide an adequate water supply to ensure the long term health of the canopy trees. 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 Part.

(e.g., 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 five (25) percent of the development's total parking area using concrete, surfacing twenty parking spaces using semi-pervious paving systems, locating twenty parking spaces within a parking structure or elevator parking facility, or of providing 25% more canopy trees within the site's ILA's than is otherwise required.)

- B. Striping. All off-street parking spaces, except for those serving detached single-family uses, agricultural uses, and other uses determined by the Planning Commission Director, shall be delineated using durable painted lines that meet the Manual of Uniform Traffic Control Devices (MUTCD) standards or be approved by the Planning Commission Director. The Planning Commission Director may waive this requirement based on the particular surfacing material being used and other relevant factors.
- C. Wheel Stops and Protective Curbing. Concrete wheel stops or curbing at least six (6) inches high and six (6) inches wide shall be provided to prevent vehicles from overhanging abutting sidewalks, properties or public rights-of-way, to protect landscaped areas and to protect adjacent properties. Such wheel stops or curbing shall be located at least three (3) feet from any adjacent wall, fence, property line, woody vegetation, walkway or structure.

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- D. Landscaping. Parking area landscaping shall be provided in accordance with these Regulations, the Commercial Establishments Design Standards Ordinance, and other applicable regulations and ordinances.
- E. Lighting. Parking area lighting shall be provided in accordance in these Regulations, the Commercial Establishments Design Standards Ordinance, and other applicable ordinances and regulations.
- F. Handicapped Parking Spaces. Handicapped parking spaces shall be provided as required by local ordinances or Federal or State law.
- G. Signage. All signs within off-street parking areas shall be in accordance with all applicable local sign ordinances and regulations.
- H. 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.

11.11 Parking Area Layout and Design.

- A. Access to Parking Spaces.
 - 1. All parking areas must be designed so that a vehicle may enter or exit without requiring another vehicle to move.
 - 2. Except for single-family dwellings and duplexes, 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. Non-residential off-street parking facilities designed for vehicles backing from or onto an alley may be allowed at the discretion of the appropriate public agency, while those designed for vehicles backing from or onto a private access easement may be allowed at the discretion of the Planning Commission Director.
- B. Parking Space and Aisle Dimensions.
 - 1. The dimensions of off-street parking spaces and associated drive aisles shall be determined by applying the minimum dimensional requirements found within Table 11.11.1 Parking dimensions required by this Part are based on the parking turnover rate for various uses. The concept, which is published and recommended by ITE, is based upon the premise that the more frequently a parking space is entered and exited, the more space is needed to accommodate for driver error.
 - 2. Parking structures developed to provide the minimum number parking spaces required by this Part must meet the minimum dimensional requirements specified in Table 9.1.3, below. The design and layout of all other parking structures, including but not limited to those used to create parking spaces in excess of the maximum allowed for a particular use and those for-profit parking structures not associated with any particular use, shall be approved by the agency responsible for approval of off-street parking facilities.
 - 3. Parking spaces serving single family residential developments located within driveways and garages need only meet the Stall Width and Stall Depth to Wall standards set forth in Table 11.11.1.
 - 4. Parallel parking spaces shall be at least ten (10) feet in width and twenty- two (22) feet in length.
 - 5. The Planning Commission Director may modify the dimensional requirements of this Section when he/she finds that such modifications would not adversely affect the functionality of the

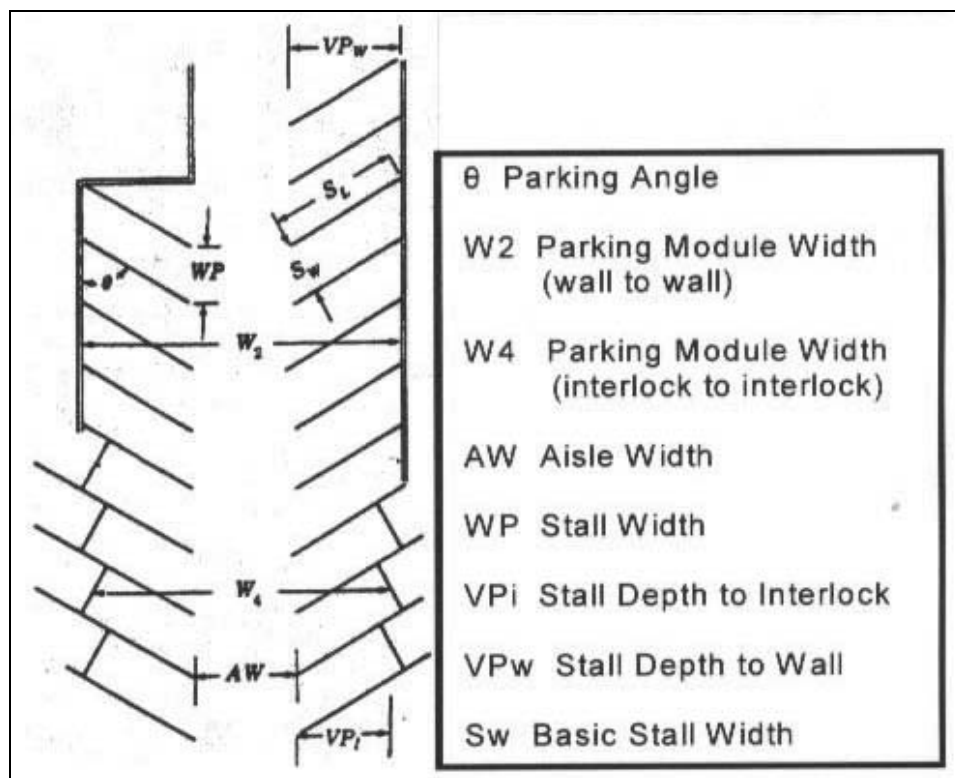
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parking area and the safety of those that use it (such as the use of other acceptable standards like ITE Manual standards).

Table 11.11.1 Minimum Off-Street Parking Dimensions by Parking Class.

Parking Angle (degrees)	Basic Stall Width (SW) (ft)	Stall Width Parallel to Aisle (WP) (ft)	Stall Depth to Wall (VPw) (ft)	Stall Depth to Interlock (Vpi) (ft)	Aisle Width (AW) (ft)	Wall to Wall (W2) (ft)	Interlock to Interlock (W4) (ft)
45	8.5	12.0	17.5	15.3	13	48	44
45	9.0	12.7	17.5	15.3	12	47	43
45	9.5	13.4	17.5	15.3	11	46	42
60	8.5	9.8	19.0	17.5	18	56	53
60	9.0	10.4	19.0	17.5	16	54	51
60	9.5	11	19.0	17.5	15	51	50
75	8.5	8.3	19.5	18.8	25	64	63
75	9.0	9.3	19.5	18.8	23	62	61
75	9.5	9.8	19.5	18.8	22	61	60
90	8.5	8.5	18.5	18.0	26	62	60
90	9.0	9.0	18.5	18.0	24	60	60
90	9.5	9.5	18.5	18.0	24	60	60

Figure 11.11.2 Parking Dimensional Layout Diagram.



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C. General Design Criteria.

1. 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 making hazardous turning movements.
2. 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.
3. Vehicles parked on private driveways shall be arranged to avoid pedestrian / vehicle conflict (i.e. vehicles should not extend across sidewalks or other pedestrian facilities).

11.12 Queuing for Drive-Through Facilities.

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

- A. Spaces Required. The minimum number of queue spaces required shall be as follows. The Planning Commission Director, in consultation with the appropriate public works department, may permit variations from these minimums when he/she 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 Director, in consultation with the appropriate public works department, may require queue spaces in excess of the minimum when he/she 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 lanes	3 per lane	Teller or window
Automated teller machine (ATM)	2 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, washed by employees)	6 per conveyor unit/stall	Entrance
Car Wash (self-service, manual)	2 per stall	Stall

- B. Minimum Dimensions. Each queue space shall at least be ten (10) feet in width and twenty (20) feet in length.
- C. 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.

11.13 Parking in Residential Areas.

The following regulations shall apply to outdoor parking for all residential zoning districts.

- A. Parking of Passenger Vehicles and Light Trucks. Passenger vehicles and light trucks may be parked in any allowed parking area to the extent that the number of vehicles being parked does not exceed the

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maximum permitted in Table 11.4.1, unless otherwise permitted under these Regulations.

B. Parking of Medium and Heavy Trucks.

1. The parking of medium trucks shall count against the maximum number of vehicles allowed in Table 11.41. and shall be permitted as follows:
 - a. No more than one medium truck per dwelling unit may be parked outdoors on a lot that is less than 30,000 square feet in size.
 - b. No more than two medium trucks per dwelling unit may be parked outdoors on a lot that is greater than or equal to 30,000 square feet in size.
2. The parking of heavy trucks and equipment is prohibited.

C. Buses, Utility Trailers and Recreational Vehicles. Buses, utility trailers, recreational vehicles and trailers used to haul recreational vehicles may be parked in required parking spaces as specified in B above, but shall not be parked between the street and façade of the principal structure on the lot. These vehicles shall count toward the maximum number of vehicles permitted on a lot. For purposes of this regulation a recreational vehicle on a trailer shall be considered as one vehicle. Exception: Those located within multi-family developments that consist of six (6) or more apartment units shall be parked in areas set aside for such parking and shall be screened using a continuous vegetative hedge at least three (3) feet in height.

D. Vehicle Service and Repair. Service and repair of vehicles not owned or leased by and registered to a resident of the site is prohibited. Vehicles may be serviced and repaired provided that the conditions listed in either 1 and 2 or 3 and 4, below, are met.

1. The vehicles are owned or leased by and registered to residents of the site, AND the service and repair is minor. Minor service and repair includes tune-ups, replacement and servicing of oil and other fluids, and replacement and adjustment of minor parts such as tires, hoses, belts, filters, fuses and similar items, but does not include body and fender repair and replacement; painting; engine or transmission removal or replacement; or any work using welders, torches, or air-driven power tools.

OR

2. The vehicles are owned or leased by and registered to residents of the site, AND all work occurs within a completely enclosed structure.

11.14 Parking Waiver Provisions.

A. General Parking Waivers. In extraordinary cases in which the requirements of this Part would create hardship in the use of a particular site, the Planning Commission may consider granting a General Parking Waiver.

1. When Required. General Parking Waivers are required when an applicant wishes to provide less parking spaces than are required by this Part or when an applicant wishes to provide more parking spaces than are allowed by this Part.
2. Application Requirements. General Parking Waiver applications must provide the following:
 - a. A completed application form;
 - b. A development plan depicting the use of off-street parking areas which, except as otherwise

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- specified herein, shall be processed, implemented and enforced as prescribed by other portions of these Regulations. The applicant shall pay the fee specified for such a request unless the request is processed with a request for rezoning relating to the same property; and,
- c. The names and addresses of all persons designated by the property valuation administrator as owners of property within 200 feet of subject property and within 100 feet of any on-street parking space or public parking lot proposed to be used to meet the requirements of this Part; and,
 - d. Parking Study as prescribed in Section 9.1.17 of this Part; and,
 - e. A current recorded deed; and,
 - f. Any other submittal requirements as determined by the Planning Commission Director.
3. Process.
- a. The Planning Commission shall hold a public hearing to consider any request for a General Parking Waiver, except as stated in Section 11.14(A)(3)(b) below. It shall send notice of the public hearing to those meeting the criteria of Section 11.14(A)(2)(c), above, using the information provided by the applicant, by first class mail not less than fourteen (14) days prior to the hearing.
 - b. The Planning Commission's designee may waive the requirement for a public hearing and take action on General Parking Waivers requesting a reduction of five (5) or fewer parking spaces not to exceed the maximum parking waiver percentage permitted within zoning districts as set forth in Section 11.14(A)(4) below or a reduction constituting less than ten (10) percent the total number of required parking spaces, not to exceed twenty five (25) spaces. Notice shall be sent stating that a General Parking Waiver has been filed and that the Planning Commission's designee may waive the public hearing requirements and take action on the request. The notice shall be sent following the same criteria depicted in Section 11.14(A)(3)(a) above.
4. Maximum Waiver Reductions. The maximum reduction in the required number of parking spaces that can be granted by a General Parking Waiver shall be as follows:
- a. No more than a thirty three (33) percent reduction shall be permitted within the B-3, B-4, B-5, LIP, I-1, I-1M, and I-2 zoning districts.
 - b. No more than a fifty (50) percent reduction shall be permitted within the B-1 and P-1 zoning districts.
5. Required Findings. In granting a General Parking Waiver, the Planning Commission must find that:
- a. All General Parking Waivers.
 - i. The Parking Waiver is in compliance with the Comprehensive Plan.
 - b. Waivers to Reduce the Minimum Number of Required Parking Spaces.
 - i. 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
 - j. The requested waiver is the smallest possible reduction of parking spaces that would accommodate the proposed use;
 - k. The site is accessed by alternative transportation, including but not limited to pedestrian, bicycle, and public transit facilities;
 - iii. The parking reduction will not result in spillover onto public rights-of-way and adjacent or nearby properties will not be adversely affected; and,
 - iv. The requirements found in Table 11.4.1 do not accurately depict the parking needs of the

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proposed use and the requested reduction will accommodate the parking demand to be generated by the proposed use.

- c. Waivers to Provide More Parking Spaces than the Maximum Allowed. The requirements found in Table 11.4.1 do not allow the provision of the number of parking spaces needed to accommodate the parking needs of the proposed use and the requested increase is the minimum needed to do so. The Planning Commission Director may waive the requirement for a public hearing and take action on Maximum Parking Waivers requesting an increase of five (5) or fewer parking spaces or an increase constituting less than ten (10) percent of the total number of required parking spaces, not to exceed twenty five (25) spaces. Notice shall be sent stating that a General Parking Waiver has been filed and that the Planning Commission's designee may waive the public hearing requirements and take action on the request. The notice shall be sent following the same criteria depicted in Section 11.14(A)(3)(a) above.
 - d. Waivers for Use of On-Street Parking Spaces Not Adjacent to Site or Public Parking Lots or Facilities to Meet Minimum Parking Requirements.
 - i. There is a surplus of on-street parking or public parking lots or facilities in the area that are not being currently utilized and can accommodate the generated parking demand;
 - j. The site is accessed by alternative transportation, including but not limited to pedestrian, bicycle, and public transit facilities;
 - iii. The parking reduction will not result in spillover onto public rights-of-way and adjacent or nearby properties will not be adversely affected; and,
6. Continued Validity. The continued validity of a Parking Waiver shall be in accordance with following:
- a. Any reduction of the required number of parking spaces granted by the Planning Commission shall be limited to the specific use of the property and the amount of parking shown on the development plan.
 - b. Any expansion of the use beyond what is depicted on the development plan shall provide parking as required by this Part.
 - c. Any change of use of property that has been granted a parking waiver shall be reviewed by the Planning Commission. If the Planning Commission determines that the change in use may have a substantial impact on the need for parking facilities, the Planning Commission shall hold a public hearing to determine if the reduction of parking spaces granted to the previous use shall apply to the new use.
- B. Residential Revitalization Parking Waivers. In cases in which the minimum parking space requirements of this Part would create hardship in the use of a particular site for residential purposes, the parking space requirements may be reduced by up to one hundred (100) percent of the spaces normally required if:
1. The site is within a designated historic overlay zoning district or is listed or eligible for listing in the National Register of Historic Places;
 2. The Planning Commission finds that the reduction of parking requirements will not create a shortage of parking spaces in the surrounding area and that the provision of parking spaces as prescribed in this Part would create a hardship or would entail extraordinary expense; and
 3. For requests for reduction of parking requirements by ten (10) or more spaces, the Planning Commission finds the request to be in conformance with the Comprehensive Plan. The Planning Commission may hold a public hearing on the waiver request if it determines that a public hearing is necessary.

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4. Planning Commission approval or denial of any residential revitalization parking waiver request may be reviewed by the legislative body having zoning authority over the property in question, if said legislative body determines that such a review is warranted. Any such review shall be conducted as a public hearing. The owner(s) of the subject property or any aggrieved party may request such a hearing by written letter to the appropriate legislative body stating the reason(s) why such a review is warranted. Such letter shall be filed with the appropriate legislative body within fifteen (15) days from the date the minutes of the Planning Commission are approved reflecting its action regarding said residential revitalization parking waiver request. The legislative body shall forward a copy of said letter to the owner of the subject property, if the owner is not the applicant for the review. A copy of said letter shall also be forwarded by the legislative body to the Planning Commission.
 - a. If the legislative body determines that a review regarding the residential revitalization parking waiver request is warranted, it shall inform the Planning Commission, by letter, of the date, time, place, and subject of the public hearing concerning the review.
 - b. The legislative body shall notify, by letter, all parties of record to any Planning Commission hearing previously held regarding the subject residential revitalization parking waiver request, and all owners of property adjoining the subject property of the date, time, place, and subject of the hearing.
 - c. The public hearing shall include a presentation by the Planning Commission stating the reason(s) for its action pertaining to the residential revitalization parking waiver request. In addition, any applicant for review of the Planning Commission's action pertaining to said request shall state why he believes the Planning Commission's action was not justified. The legislative body may hear any other such witnesses and review any other evidence at the hearing it deems appropriate.
 - d. The legislative body may adopt a resolution approving or denying the residential revitalization parking waiver request, but it must act no later than sixty (60) days from the time Planning Commission acts on the waiver request.

11.15 Parking Studies.

- A. When Required. A Parking Study shall be required when any of the following occurs:
 1. An applicant wishes to utilize the Joint Use Parking provisions described in Section 11.7.
 2. An applicant requests a General Parking Waiver to allow the provision of less parking spaces than are required by this Part.
 3. An applicant requests a General Parking Waiver to allow the provision of more parking spaces than is allowed by this Part.
 4. 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 Part.
 5. The Planning Commission Director, in consultation with the appropriate city or county public works departments, requests a Parking Study due to unusual circumstances on or near the site.
- B. Content. A Parking Study submitted to satisfy the requirements of this Part shall include the following information based upon the reason the Parking Study is required. The Planning Commission Director, upon consultation with the appropriate public works department 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 Planning Commission Director, upon consultation with the appropriate public works department.

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1. Joint Use Parking.
 - a. 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
 - b. 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 hours before and after that time. Site surveys are not needed for any portion of the period four 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
 - c. 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; and,
 - d. Any other information requested by the Planning Commission Director or the appropriate public works department.

2. Parking Waivers for Space Reductions or Increases.
 - a. An analysis of the peak parking demand for two 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 hours before and after that time for each facility. It should also include the number of spaces each facility contains;
 - b. 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 hour of usage and hourly four hours before and after that time for a similar or like facility. Site surveys are not needed for any portion of the period four 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
 - c. 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.
 - d. Any other information requested by the Planning Commission Director or the appropriate public works department.

3. Parking Waivers for Use of On-Street Parking Spaces Not Adjacent to Site or Spaces Located in Public Parking Lots.
 - a. 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 Part. 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
 - b. The results of at least three 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 hours before and after that time. Site surveys are not needed for any portion of the period four 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);
 - c. 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; and,
 - d. Any other information requested by the Planning Commission Director.

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11.16 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 this Part.

A. The following requirements for loading areas shall be applicable to all uses within the P-1, B-1, B-3, B-4, B-5, LIP, I-1, I-1M, and I-2 zoning districts and apply to those uses within all other zoning districts and in which use(s) are operated that require off-street parking areas of 800 square feet or more.

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 Part shall be required to meet the provisions of this Section.
 - a. Commercial, institutional, office, industrial, schools, public building and utility, recreational and entertainment uses, and any similar use which has a gross floor area of 5,000 square feet or more, shall provide off-street truck loading or unloading berths in accordance with the following:

Gross Floor Area (sf)	Minimum Required Berths
Less than 5,000	0
5,001 to 30,000	1
30,001 or more	2 plus 1 for each additional 90,000 sf or portion thereof

2. The minimum size of an off-street loading berth shall be 10 feet by 50 feet, with a height clearance of 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 Part may be reduced by up to fifty (50) percent or by one berth, whichever is greater, by the agency responsible for approval of off-street parking facilities 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 Part.
- B. The following requirements for loading areas shall be applicable to uses within the B-2 zoning district:
1. New buildings or uses shall provide truck loading or unloading areas adequate to serve the proposed use. The Planning Commission Director shall determine the minimum number and size of off-street loading berths required.
 2. The proposed building or use may fulfill minimum loading requirements by providing a combination of both off-street loading berths and on-street loading zones. The Planning Commission Director shall make a determination of the minimum number and size of off-street loading berths based on a review of the development and circulation plans and other supporting documentation submitted by the applicant.

Amended 8-30-06