

Chapter 135. Planning

ARTICLE 6. PARKING

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135-6.1 General

6.1.1 INTENT

- A.** The parking regulations of this article are intended to help ensure that off-street parking facilities are provided to meet the basic day-to-day needs of shoppers, employees, visitors and residents while also avoiding the negative impacts that can result from requiring excessive quantities of off-street parking.
- B.** The provisions of this article are also intended to help protect the public health, safety and general welfare by:
1. Promoting economically viable and beneficial use of land; and
 2. Providing flexible methods of responding to the transportation and access demands of various land uses in different areas of the city.

6.1.2 APPLICABILITY

A. General

Off-street parking must be provided and maintained in accordance with the provisions of this article, chapter 102 of this code, and the "Traffic and Transportation Standards and Policies Manual." Unless otherwise expressly stated, the regulations apply to all zoning districts, uses and all building types.

B. New Uses and Development

The parking regulations of this article apply to all new buildings constructed and all new uses established in all zoning districts.

- C. Change of Use.** If a new use of a building or structure requires more off-street parking than the use that most recently occupied the building or structure, the new use must comply with the parking requirements of this article.

D. Enlargements and Expansions

1. The parking regulations of this article apply whenever an existing building or use is enlarged or expanded to include additional household units, floor area, seating capacity or other units of measurement used in establishing off-street parking requirements.
2. In the case of enlargements or expansions that trigger requirements for additional parking, additional spaces are required only to serve the enlarged or expanded area, not the entire building or use.

E. Maintenance

Off-street parking spaces required by this article must be maintained for the life of the principal use.

F. Damage or Destruction

When a use that has been damaged or destroyed by any means, including repair, alteration, replacement or upgrade, is re-established, off-street parking or loading facilities must also be re-established or continued in operation in an amount equal to the number maintained at the time of such damage or destruction. Parking or loading facilities in excess of those required by this article shall either be maintained or converted to open space in compliance with the landscape standards of article 7 of this chapter.

G. Alternative Parking Ratios

The parking ratios of this article are not intended to be a barrier to development or redevelopment or to make development and redevelopment economically impractical or negatively impact the viability of businesses. In order to allow for flexibility in addressing the actual expected parking demand of specific uses, alternatives to the parking ratios of this article may be approved through the Type 1 design alternative procedures of section [135-9.2 of this chapter](#). In reviewing requests for authorization of alternative parking ratios, the authorized review and decision-maker may consider generally available parking information or data provided by the applicant. In order to approve such alternative ratios, the authorized decision-maker must determine that:

1. The parking ratios of [Table 135-6.3-1 or Table 135-6.4-1 of this article](#) do not accurately reflect the actual day-to-day parking demand that can reasonably be anticipated for the proposed use;
2. The allowed parking credits and reduction alternatives of section [135-6.5 of this article](#) are infeasible or do not apply; and
3. The alternative parking ratios proposed are not likely to cause adverse impacts on traffic safety or on the general welfare of property owners and residents in the surrounding area.

135-6.2 Calculation of Required Parking

In determining the number of parking spaces required, the calculation rules of this section apply.

6.2.1 FLOOR AREA

Parking requirements based on floor area must be calculated on the basis of gross floor area, minus

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parking and loading areas and areas of a building occupied exclusively by mechanical equipment and service areas, such as dumpsters and recycling bins).

6.2.2 MULTIPLE USES

Lots containing more than one use or tenant must provide parking in an amount equal to the total aggregate number of spaces required for each use or tenant on the lot except when a shared parking arrangement is approved in accordance with section [135-6.5.4 of this article](#).

6.2.3 CALCULATIONS

In calculating the number of parking spaces required for uses subject to a minimum parking ratio of "x" spaces per 1,000 square feet, first divide the floor area of the subject use by 1,000 and then multiply the result by "x." If, for example, a minimum parking ratio of 1 spaces per 400 square feet is applied to a use occupying 1,500 square feet of floor area, the minimum parking requirement for that use would be calculated as follows: 1,500 sq. ft. ÷ 400 = 3.75, which is rounded up to four spaces.

6.2.4 OCCUPANCY-BASED STANDARDS

For the purpose of computing parking requirements based on staff, students, members, residents or occupants, calculations must be based on the average number of persons working on any single shift, the average enrollment or membership or the area's code-rated capacity, whichever is applicable.

6.2.5 BENCH SEATING

For the purpose of calculating parking requirements based on seating, the building code governs.

6.2.6 UNLISTED USES

Upon receiving a development or permit application for a use not specifically listed in an off-street parking schedule, the community development director is authorized to apply the off-street parking ratio specified for the listed use that the director deems most similar to the proposed use or establish a minimum off-street parking requirement for the proposed use in accordance with section [135-6.2.7 of this article](#).

6.2.7 ESTABLISHMENT OF OTHER RATIOS

The community development director is authorized to establish required minimum parking ratios for unlisted uses and in those instances where authority to establish a requirement is expressly provided. Such ratios must be established on the basis of:

1. A similar use or parking determination as described in section [135-6.2.6 of this article](#),

2. A traffic study, if required by the city's traffic analysis policy or the city engineer; or
3. Other information available to the community development director. This may include consultation with the city traffic engineer.

135-6.3 Bicycle Parking

6.3.1 MINIMUM BICYCLE PARKING RATIOS

Short-term bicycle parking spaces must be provided in accordance with the minimum ratios established in [Table 135-6.3-1](#) of this article. Uses for which no bicycle parking ratio is established in [Table 135-6.3-1](#) of this article are not required to provide off-street bicycle parking. Where required for non-residential uses, a minimum of two spaces accommodated by one bicycle rack or loop is required.

TABLE 135-6.3-1. BICYCLE PARKING RATIOS

USE CATEGORY	
Use Subcategory	Bicycle Spaces
Specific Use Type	
RESIDENTIAL	
Household Living	
Buildings with 2 or fewer household units	1
Buildings with 3 to 6 household units	1
Buildings with 7 or more household units	1 per 15 household units; minimum 2
Group Living	1 per beds; minimum 2
PUBLIC, CIVIC AND INSTITUTIONAL	
College or University	Established in accordance with 135-6.2.7 of this article
Fraternal Organization	1 per 4,000 sq. ft.
Hospital	1 per 30,000 sq. ft.
Library or Cultural Exhibit	1 per 2,000 sq. ft.
Public Recreation Areas	Established in accordance with 135-6.2.7 of this article
Assembly	1 per 200 seats; minimum 2
School	1 per classroom
COMMERCIAL	
Adult Entertainment	1 per 4,000 sq. ft.
Assembly & Entertainment	500 seats or less = 1 per 125 seats More than 500 seats = 4 plus 1 per 250 seats
Broadcast or Recording Studio	1 per 50,000 sq. ft.
Business or Trade School	1 per classroom
Commercial Service	1 per 4,000 sq. ft.
Eating & Drinking Places	1 per 4,000 sq. ft.

TABLE 135-6.3-1. BICYCLE PARKING RATIOS

USE CATEGORY	
Use Subcategory	Bicycle Spaces
Specific Use Type	
Financial Service	1 per 4,000 sq. ft.
Lodging	1 per 40 rooms; minimum 2
Office	1 per 50,000 sq. ft.
Parking, Non-Accessory	1 per 25 motor vehicle spaces
Retail Sales	1 per 4,000 sq. ft.
Sports and Rec., Private/Participant	1 per 2,500 sq. ft.

6.3.2 FLOOR AREA USED FOR BICYCLE PARKING

Areas within a building that are used to provide bicycle parking that complies with the bicycle parking design and location requirements of this section will not be counted as floor area for the purpose of calculating motor vehicle parking requirements.

6.3.3 GENERAL BICYCLE PARKING DESIGN AND LOCATION REQUIREMENTS

All bicycle parking spaces are subject to the following general design and location requirements:

- A.** Bicycle parking spaces must be illuminated if accessible to users after dark.
- B.** Bicycle parking spaces must be located to be readily visible by the public or by building users.
- C.** Bicycle parking spaces must be accessible without climbing stairs, going up or down a slope of more than 12%, and via a route on the property that is designed to minimize conflicts with motor vehicles and pedestrians.
- D.** Bicycle rack and bicycle parking placement shall be designed as required by the city engineer.
- E.** All required bicycle parking spaces must have minimum dimensions of two feet in width by six feet in length, with a minimum overhead vertical clearance of seven feet.
- F.** Bicycle parking must be visible from the main public building entrance and be at least as conveniently located as the most convenient non-disabled motor vehicle parking space serving the subject use. If no motor vehicle parking is provided, bicycle parking spaces must be located within 75 feet of a building entrance.
- G.** Bicycle parking spaces must be located on private property unless the city engineer approves a location within the public right-of-way.

- H.** Bicycle parking spaces must be provided in the form of bike racks as approved by the community development director or the city engineer.
- I.** Nonresidential uses may count public bicycle parking spaces within the right-of-way abutting the subject property towards satisfying bicycle requirements.

135-6.4 Motor Vehicle Parking Ratios

6.4.1 DX DISTRICTS

- A. Minimums.** No minimum off-street motor vehicle parking ratios apply in DX districts.
- B. Maximums.** Uses in DX districts may not provide parking in excess of the minimum motor vehicle parking ratios established in [Table 135-6.4-1](#) of this article, except as approved in accordance with the Type 1 design alternative procedures of section [135-9.2 of this chapter](#).

6.4.2 MX1 AND MX2 DISTRICTS

- A. Minimums.** Uses in MX1 and MX2 districts must provide parking equal to 60% of the minimum parking ratios established in [Table 135-6.4-1](#) of this article.
- B. Maximums.** Uses in MX1 and MX2 districts may not provide parking in excess of 120% of the minimum motor vehicle parking ratios established in [Table 135-6.4-1](#) of this article.

6.4.3 OTHER DISTRICTS

For uses in districts other than DX, MX1 or MX2, off-street motor vehicle parking spaces must be provided in accordance with the minimum ratios established in [Table 135-6.4-1](#) of this article.

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Motor Vehicle Parking Credits and Reductions

TABLE 135-6.4-1. VEHICLE PARKING RATIOS

USE CATEGORY			
Use Subcategory	Min. Spaces	Per	Supplemental
Specific Use Type			
Household Living	1	Household unit	0.5 per unit for elderly housing
Group Living			
Assisted living facility	1	8 beds	Plus 0.5 per staff member
Shelter, temporary	1	2 employees	
Other group living	0.5	resident	
PUBLIC, CIVIC AND INSTITUTIONAL			
Airport	Established in accordance with 135-6.2.7 of this article .		
College or University	Established in accordance with 135-6.2.7 of this article .		
Fraternal Organization	1	150 sq. ft.	
Hospital	1	5 beds	Plus 1 per 2 staff member
Library or Cultural Exhibit	1	1,000 sq. ft.	
Parks & Recreation	Established in accordance with 135-6.2.7 of this article .		
Postal Service	Established in accordance with 135-6.2.7 of this article .		
Assembly	1	6 seats	
Safety Service	1	2 staff	
School			
Elementary/middle	1	2 staff	Plus 10
High school	1	2 staff 10 students	
Utilities and Public Service Facilities	1	2 staff	
COMMERCIAL			
Adult Entertainment	1	400 sq. ft.	
Animal Service	1	400 sq. ft.	Animal enclosure areas not counted
Assembly and Entertainment	1	6 seats	
Broadcast or Recording Studio	1	400 sq. ft.	
Business or Trade School	1	2 staff 5 students	
Commercial Service	1	600 sq. ft.	
Day Care	1	2 Staff	Plus 3 drop-off/pick-up spaces
Day Services, Adult	1	2 Staff	Plus 3 drop-off/pick-up spaces
Eating & Drinking Places	1	150 sq. ft.	
Financial Service	1	400 sq. ft.	Minimum 5
Funeral or Mortuary Service	1	5 Seats	
Lodging	1	Guest room	

Office	1	400 sq. ft.	
Retail Sales	1	400 sq. ft.	1 per 600 sq. ft. for furniture & appliance sales
Self-Service Storage	1	10 storage units	
Sports and Recreation, Private/Participant	1	400 sq. ft.	
Vehicle Sales & Service			
Fuel Station	1	300 sq. ft.	Based on associated building area, inclusive of parking spaces at fuel locations
All other	1	600 sq. ft.	
INDUSTRIAL			
Fabrication & Production	1	2 staff	Plus parking for office provided per office ratio
Industrial Service	1	2 staff	
Storage, Distribution & Wholesaling	1	10,000 sq. ft.	or 0.33 per employee, whichever is greater
Junk or Salvage Yard	1	2 Staff	
Mining or Mineral Processing	1	2 Staff	
AGRICULTURAL			
Community Garden	1	Site	
Nursery or Truck Farm	1	2 Staff	
OTHER			
Drive-in or Drive-through Service	See 135-2.22.3.D of this chapter		

135-6.5 Motor Vehicle Parking Credits and Reductions

6.5.1 ON-STREET MOTOR VEHICLE PARKING

Nonresidential uses may count on-street parking spaces on public street rights-of-way abutting the subject property towards satisfying off-street motor vehicle parking requirements. One on-street parking space credit may be taken for each 25 linear feet of abutting right-of-way where on-street parking is allowed. Only spaces on the same side of the street as the subject use may be counted.

6.5.2 CAR-SHARE AND BIKE-SHARE SERVICE

The following parking credits apply to nonresidential uses that are required to provide 10 or more motor vehicle parking spaces and to residential projects that are required to provide 25 or more motor vehicle parking spaces.

- A. The number of required motor vehicle parking spaces is reduced by four spaces for each parking

space that is leased by a city-approved car-share program for use by a car-share vehicle.

- B.** The number of required motor vehicle parking spaces is reduced by two spaces for uses that provide space for a city-approved bike-share program facility with a minimum of eight bicycle parking docks.

6.5.3 MOTORCYCLE AND SCOOTER PARKING

In parking lots containing more than 10 motor vehicle parking spaces, the provision of motorcycle or scooter parking spaces may be credited toward satisfying the minimum off-street parking ratios of [Table 135-6.4-1](#) of this article at the rate of one motor vehicle parking space for each two motorcycle or scooter parking spaces. The maximum credit allowed under this provision is two spaces or 10% of the total minimum motor vehicle parking requirement for the subject property, whichever is greater. To receive credit, each motorcycle and scooter space must have a concrete surface and minimum dimensions of four feet by eight feet. Areas restricted to motorcycle and scooter parking must be identified by signs.

6.5.4 SHARED PARKING

A. General

Shared parking refers to the practice of two or more users who have need for parking at different times voluntarily agreeing to make use of the same motor vehicle parking spaces. Shared parking is encouraged as a means of conserving scarce land resources, reducing stormwater runoff, reducing the heat island effect caused by large paved areas and improving community appearance.

B. Approval

The community development director is authorized to approve shared parking arrangements among property owners who propose shared parking.

C. Eligibility

Shared parking may be approved for residential and nonresidential uses. Required accessible parking spaces (for people with disabilities) may not be shared.

D. Calculation

The number of parking spaces required under a shared parking arrangement must be determined in accordance with the following:

1. Multiply the minimum parking required for each individual use, as set forth in [Table 135-6.4-1](#) of this article by the percentage identified in [Table 135-6.5-1](#) of this article for each of the six designated time periods.

2. Add the resulting sums for each of the six columns in [Table 135-6.5-1](#) of this article.
3. Select the time period with the highest total parking requirement and use that total as the shared parking requirement.

TABLE 135-6.5-1. SHARED PARKING FACTORS

Land Use	Time					
	Weekday			Weekend		
	12A-7A	7A-6P	6P-12A	12A-7A	7A-6P	6P-12A
Residential	100%	55%	100%	100%	80%	100%
Office/Industrial	5%	100%	10%	0%	10%	5%
Lodging	100%	60%	90%	100%	65%	80%
Eating/Drinking	50%	70%	100%	50%	60%	100%
Religious Assembly	0%	10%	30%	0%	85%	25%
Assembly/Entert.	10%	30%	60%	10%	70%	100%
Retail Sales/Service	5%	70%	80%	0%	100%	60%

E. Other Uses

If one or more of the land uses proposing to make use of a shared parking arrangement do not conform to the land use classifications in [Table 135-6.4-1](#) of this article, as determined by the community development director, then the applicant must submit sufficient data to indicate the principal operating hours of the uses. Based upon this information, the community development director is authorized to determine the appropriate shared parking requirement, if any, for such uses.

F. Location

Shared parking may be located on-site or off-site. Off-site parking is subject to the regulations of section [135-6.8 of this article](#).

G. Agreement

Before final approval of a shared parking arrangement, a copy of a written and executed shared parking agreement between the users must be provided guaranteeing the long-term availability of the shared parking, commensurate with the uses served. Shared parking privileges will continue in effect only as long as the agreement, binding on all parties, remains in force. If a shared parking agreement lapses or is no longer valid, then parking must be provided as otherwise required by this article. The parties to the agreement are required to provide updated information or notice to the community development director in the event of amendments or termination of the shared parking agreement.

135-6.6 Use and Location of Off-Street Motor Vehicle Parking

6.6.1 USE

Required off-street motor vehicle parking spaces are intended to serve residents, tenants, patrons, employees, or guests of the principal use. Required off-street parking areas:

1. May be used solely for the temporary parking of licensed motor vehicles in operating condition;
2. May not be used for the storage, display or sale of goods equipment or materials. No motor vehicle repair work of any kind is permitted in a required parking space; and
3. May be used for electric vehicle charging.

6.6.2 N DISTRICT AND RESIDENTIAL MOTOR VEHICLE PARKING

All required off-street motor vehicle parking in any N district, and all required parking on a lot occupied by any one- or two- household unit in any district, must be outside the required front setback and surfaced in accordance with the applicable regulations of section [135-6.8 of this article](#).

6.6.3 VEHICLE DISPLAYS

Where vehicle sales and rental uses are permitted, no vehicle may be displayed for sale, rental, or hire in the required front setback except upon an improved parking or driveway area, and in accordance with the requirements of section [135-8.2.3 of this chapter](#).

6.6.4 OFF-SITE MOTOR VEHICLE PARKING

A. When Allowed

All or a portion of required off-street parking for nonresidential uses may be provided off-site, in accordance with the regulations of this section. Required accessible parking spaces pursuant to section [135-6.7 of this article](#) and required parking for residential uses may not be located off site.

B. Location

Off-site parking areas must be located within a 750-foot radius of the use served by such parking, measured between the nearest public entrance door of the use to be served and the outer perimeter of the furthest parking space within the off-site parking lot.

C. Required Zoning or Design Alternative

Off-site parking lots are allowed only:

1. In zoning districts that permit non-accessory parking;

2. In districts that allow the principal use to be served by the off-site parking spaces; or
3. In districts where non-accessory parking and the use to be served by the parking are not allowed, when the off-site parking will be on an abutting lot and the proposal has been approved through the Type 2 design alternative procedures of section [135-9.2 of this chapter](#).

D. Design

Off-site parking areas must comply with all applicable parking area layout and design regulations of section [135-6.8 of this article](#).

E. Control of Off-Site Parking Area

The property to be occupied by off-site parking spaces must be under the same ownership as the lot containing the use to be served by the parking. The off-site parking area may be under separate ownership only if an agreement is provided guaranteeing the long-term availability of the parking, commensurate with the use served by the parking. The agreement must be filed of record in the Polk County recorder's office. Off-site parking privileges remain in effect only as long as the agreement, binding on all parties, remains in force. If an off-site parking agreement lapses or is no longer valid, then parking must be provided as otherwise required by this article.

135-6.7 Accessible Motor Vehicle Parking

Accessible parking facilities for persons with disabilities must be provided in accordance with all applicable state regulations, and as required by the city engineer or community development director.

135-6.8 Motor Vehicle Parking Layout and Design

6.8.1 APPLICABILITY

The parking layout and design regulations of this section apply to all off-street parking lots for motor vehicles, whether containing required parking spaces or non-required parking spaces.

6.8.2 PARKING STALL SIZE

A. Compact Spaces

Up to 25% of the parking spaces in parking lots containing more than six parking spaces may be designated and designed as compact parking spaces. Compact parking spaces must be at least 7.5 feet in width and 16 feet in length. When compact

parking spaces are used, at least 75% of the total number of parking spaces provided must be standard-size parking spaces.

B. Standard Spaces

All standard (non-compact) parking spaces must be at least nine feet in width and 17 feet in length.

C. Universal Spaces

Universal-size parking spaces may only be used in parking lots containing more than 10 parking spaces. When universal size parking spaces are used, no compact spaces are allowed. All universal parking spaces must be at least 8.5 feet in width and 17 feet in length.

6.8.3 PARKING LOT GEOMETRICS

Parking areas must be designed in accordance with the regulations of [Table 135-6.8-1](#) of this article as shown in [Figure 135-6.8-A of this article](#), which shows minimum dimensions for various parking layouts (angles). Requirements for layouts or angles not shown in [Table 135-6.8-1](#) of this article may be interpolated from the layouts shown, as approved by the community development director.

TABLE 135-6.8-1. PARKING LOT GEOMETRICS

Stall Type	A Stall Angle	B Stall Width	C Stall Length	D Aisle Width
Compact	0°	7.5	18.0	12.0
Standard		9.0	20.0	12.0
Universal		8.5	20.0	12.0
Compact	45°	7.5	16.0	12.0
Standard		9.0	17.0	11.0
Universal		8.5	17.0	12.0
Compact	60°	7.5	16.0	16.0
Standard		9.0	17.0	15.0
Universal		8.5	17.0	16.0
Compact	75°	7.5	16.0	21.0
Standard		9.0	17.0	20.0
Universal		8.5	17.0	21.0
Compact	90°	7.5	16.0	24.0
Standard		9.0	17.0	22.0
Universal		8.5	17.0	23.0

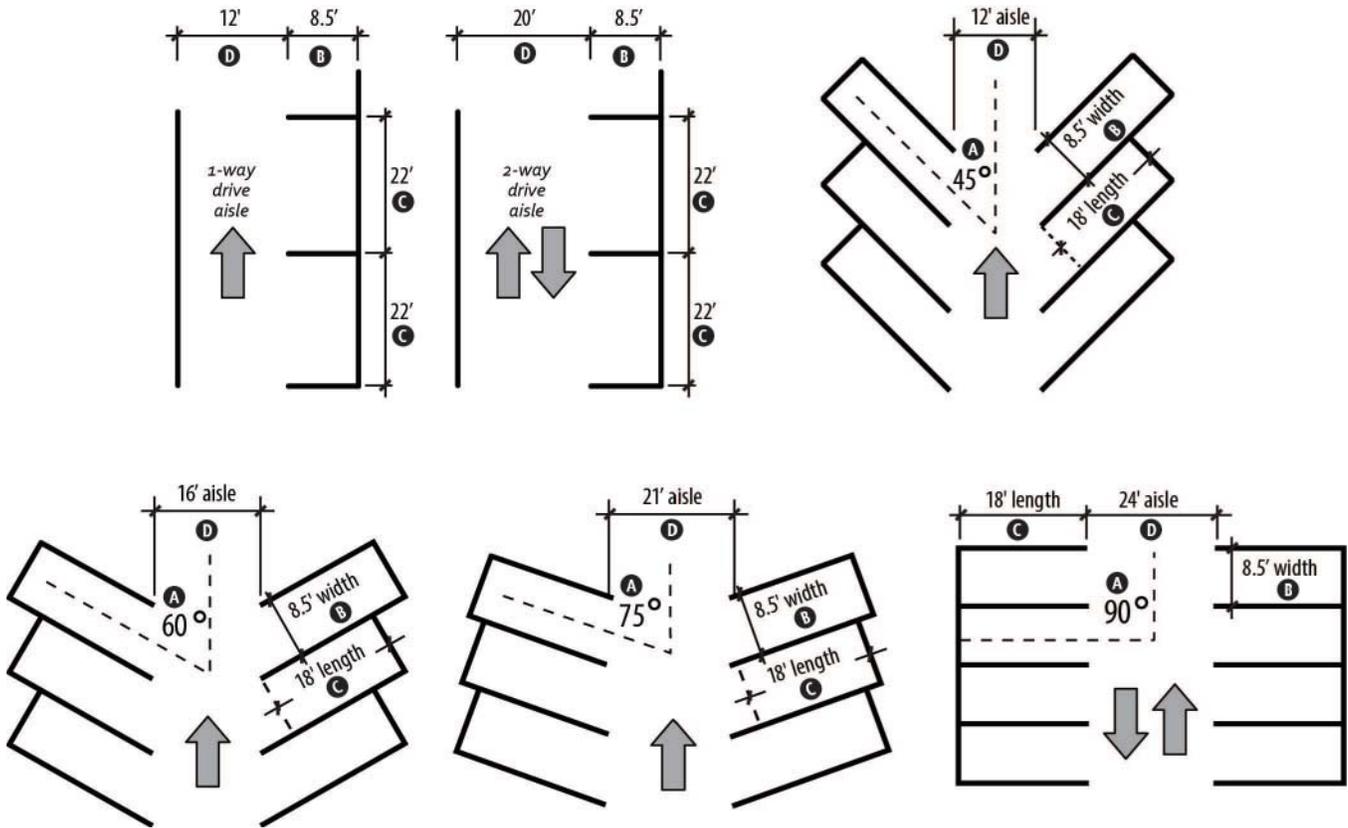


Figure 135-6.8-A. Parking Lot Geometrics

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Stacking Spaces

6.8.4 MARKING

The location of each parking space must be identified by surface markings or other effective means, be maintained so as to be readily visible at all times, and be arranged as to provide for orderly and safe loading, unloading, parking, storage and display of vehicles, equipment or merchandise.

6.8.5 TANDEM PARKING

Tandem parking spaces may be used to satisfy off-street parking requirements for household living uses when the parking spaces are assigned to the same household unit. Tandem parking spaces may be used to satisfy off-street parking requirements for other use types when an attendant is on duty during all hours of operation of the subject use.

6.8.6 SURFACING

- A. Any off-street motor vehicle parking areas, parking lots, and access drives shall be surfaced and maintained with an asphaltic or Portland cement binder pavement or or such other surfaces as shall be approved by the city engineer, so as to provide a durable and dustless surface, shall be so graded and drained as to dispose of all surface water accumulation within the area.
- B. Non-required parking areas located in the rear yard of lots occupied by one- or two-unit residential buildings are exempt from the parking area surfacing requirements of this section.
- C. Pavement areas shall consist only of necessary drives, walkway paths, and parking spaces; all other areas shall be landscaped. Excessive pavement shall be prohibited.
- D. Sufficient means of access to a building for emergency vehicles, including fire trucks, shall be provided as determined by the community development director and the city's fire marshal.

6.8.7 CURBS AND BARRIERS

Curbs or similar barriers approved by the community development director must be provided to prevent motor vehicles from encroaching into required setbacks and landscape areas, as follows:

- A. All open off-street parking areas must provide a six-inch curb or approved wheel barrier when abutting required setbacks, landscape areas and adjoining property lines.
- B. Wheel barriers must be located at least two feet from the edge of pavement or the area to be protected from encroachment. Wheel barriers are

not permitted in lots used for vehicle sales, vehicle rental, or trucking and transportation terminals.

- C. Vehicular overhang areas adjacent to setback areas shall consist of a permeable material.

6.8.8 VERTICAL CLEARANCE

All required parking spaces must have overhead vertical clearance of at least seven feet.

6.8.9 LIGHTING

Lighting associated with off-street motor vehicle parking is intended to enhance safety and provide light levels appropriate to the visual task with minimal glare, light trespass, excess site brightness or excess sky glow. Lighting shall not be allowed to create a nuisance or a hazard.

- A. All lighting used to illuminate off-street parking areas must use full-cutoff directional lighting to prevent glare and light spillover onto streets and abutting N-zoned lots.
- B. The maximum horizontal illuminance at grade and the maximum vertical illuminance at five feet above grade measured at the property line should not exceed Illuminating Engineering Society of North America (IESNA) recommended practices for light trespass which is 0.5 footcandles for N districts and 2.0 footcandles for commercial and all other districts. The site plan or alternate design documentation must contain illuminance models showing light levels throughout the site as determined necessary by the community development director.
- C. Light standards within parking lots may not exceed 20 feet in height in vehicular areas and a maximum of 15 feet in height in pedestrian areas.

6.8.10 LANDSCAPING

See [article 7 of this chapter](#) for landscape and screening regulations.

135-6.9 Stacking Spaces

6.9.1 SPACES REQUIRED

In addition to the parking required for each use, establishments with drive-through facilities must provide stacking spaces for each drive-through station as indicated in [Table 135-6.9-1](#) of this article.

TABLE 135-6.9-1. STACKING SPACE REQUIREMENTS

Use	Minimum Spaces (per lane)
Automated teller machine	2 (measured from ATM)

TABLE 135-6.9-1. STACKING SPACE REQUIREMENTS

Use	Minimum Spaces (per lane)
Financial service	3 (measured from service area)
Car wash, automated or customer-operated	2 (measured from vehicle entrance)
Car wash, attendant hand wash	3 (measured from vehicle entrance)
Retail	2 (measured from pick-up window)
Restaurant drive-through	3 (measured from order board)
Kiosks	2 (measured from service window)
Other	As approved by community development director

6.9.2 DIMENSIONS

Each lane of stacking spaces must be at least eight feet in width and at least 17 feet in length. Stacking lanes must be delineated with pavement markings.

6.9.3 LOCATION AND DESIGN

- A.** Stacking lanes must be located on the subject property. They may not be located within required driveways or drive aisles, parking spaces or loading areas and may not interfere with access to parking and ingress and egress from the street.
- B.** See also section [135-2.22 of this chapter](#) for additional regulations associated with the accessory structure.

6.9.4 PEDESTRIAN ACCESS

The principal pedestrian access to the entrance of the use from a public sidewalk may not cross the drive-through facility stacking lane.

135-6.10 Temporary Motor Vehicle Parking

6.10.1 Temporary parking for the state fair, Drake Relays, and other events officially designated by the city council are exempt from the parking location, layout and design regulations of this article.

6.10.2 Overflow temporary parking for school athletic events is exempt from the parking location, layout and design regulations of this article provided such parking is restricted to the school grounds.

135-6.11 Loading

6.11.1 APPLICABILITY

Any new construction of a principal building with a gross floor area of 25,000 square feet or more and that is expected to regularly handle materials or merchandise carried by vehicles rated by the Federal Highway Administration as “heavy duty” such as Class 7 or higher and with a gross trailer weight rating of over 26,000 lbs., must provide off-street loading facilities.

6.11.2 MINIMUM LOADING SPACE REQUIREMENTS

Uses subject to off-street loading regulations must provide loading spaces in accordance with the minimum requirements of [Table 135-6.11-1](#) of this article.

TABLE 135-6.11-1. LOADING SPACE REQUIREMENTS

Gross Floor Area (sq. ft.)	Minimum Loading Spaces
0–24,999	0
25,000–49,999	1
50,000–74,999	2
75,000–99,999	3
100,000–249,999	4
250,000+	1 per each add'l 250,000 sq. ft.

6.11.3 ADDITIONAL REGULATIONS

All required and non-required loading areas must comply with the following additional regulations:

- A.** Loading spaces must have a minimum width of 10 feet and a minimum length of 25 feet, with a minimum overhead clearance of 15 feet.
- B.** No loading space may be located on a front facade.
- C.** Except as expressly allowed in designated commercial loading zones, pursuant to section [114-607](#) of this code, vehicle maneuvering areas and loading and unloading activities must occur on-site, not within the public right-of-way.
- D.** All loading spaces must be posted with “No Idling” signs.
- E.** Any loading areas or access drives shall be surfaced and maintained with an asphaltic or Portland cement binder pavement or such other surfaces as shall be approved by the city engineer, so as to provide a durable and dustless surface, shall be so graded and drained as to dispose of all surface water accumulation within the area.
- F.** See [article 7 of this chapter](#) for landscape and screening requirements.

135-6.12 Site Access and Driveways

6.12.1 INTENT

Driveways must be minimized to the extent practical and located to have the least impact on pedestrian and non-motorized transportation accessibility, safety, and comfort.

6.12.2 NUMBER AND LOCATION OF CURB DROPS AND DRIVEWAYS

A. Quantity. The number of allowed curb drops and driveways is established by the building type regulations of [article 2 of this chapter](#), subject to chapter 102 of this code, requirements of the city engineer, and the access management policy which control. The number of allowed curb drops or driveway approaches for sites along applicable street typologies identified in the city's transportation master plan are to be minimized, as determined by the city engineer.

B. Hierarchy of Drive Locations. The hierarchy of drive locations is as follows:

1. Improved alley. Where an improved alley exists, driveways must be accessed from the improved alley.
2. Non-Primary Street. Where no improved alley exists, driveways must be accessed from non-primary streets.
3. Primary Street. Where no improved alley and no non-primary street exists, driveway may be accessed from a primary street.
4. Design Alternative. Alternative driveway locations may be approved in accordance with the Type 1 design alternative procedures of section [135-9.2 of this chapter](#).

C. Shared Driveways and Accesses. Shared driveways and accesses between abutting lots are encouraged, and may be required pursuant to chapter 102 of this code and by the city engineer, when determined necessary by the community development director or city engineer. The community development director may require proof of access through copies of signed and recorded shared driveway access easements or similar documentation.

D. Access Easements. If a commercial or industrial site has no frontage on a public street, the community development director may require proof of access through copies of signed and recorded

shared driveway access easements or similar documentation.

6.12.3 DIMENSIONS AND DESIGN

A. Required Paving. All off-street motor vehicle parking areas, including structures used for parking or vehicle storage, must be served by an access drive surfaced and maintained with an asphaltic or Portland cement binder pavement or such other surfaces as shall be approved by the city engineer, so as to provide a durable and dustless surface, shall be so graded and drained as to dispose of all surface water accumulation within the area.

B. Driveway Width. The following widths apply to all driveways.

1. For one and two household unit buildings in N or NX districts the minimum driveway width is eight feet and no more than 25% of the front yard shall be used for driveway and off-street parking purposes from a paved access. This shall not prohibit the construction of a 20 foot wide driveway, or a driveway expansion immediately in front of, and the minimum width reasonably necessary to provide access to a three- or four-car garage from a paved access.
2. For all other uses, the minimum driveway width is 10 feet for one-way traffic flow and 20 feet for two-way traffic flow from a paved access.

C. Drive Location and Types. Drive location, types, and numbers shall be designed in accordance with chapter 102 of this code and as required by the city engineer.

D. Circulation Signage. "Entrance only" and "exit only" signs may be required by the city engineer or community development director where necessary to insure sufficient circulation and access to a public street.

E. Vision Clearance Triangles. Vision clearance triangles, measuring 15 feet by 15 feet or as otherwise required by the city engineer or community development director, are to be provided for private drives where they intersect public streets.

F. Intersection with Sidewalks. Where sidewalks cross driveways, the sidewalk pavement scoring, pattern, and color, shall continue through the driveway, prioritizing the pedestrian path over the vehicular path.

G. Pedestrian Routes. Identifiable pedestrian routes shall be provided through the site to ensure safety.

This can be accomplished by use of special paving colors or textures and appropriately scaled lighting.

135-6. PARKING

Site Access and Driveways

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