

ARTICLE V

OFF-STREET PARKING AND LOADING REQUIREMENTS

Section 5-1 Off-Street Parking Requirements

In all districts, except C-1, Central Business District, permanent off-street parking shall be provided as specified in this article at (1) the time the building is erected, (2) the time any principal building is enlarged or increased in capacity, or (3) before conversion of one type of use or occupancy to another. Such parking may be provided in a parking garage or in a graded open area. No Certificate Of Occupancy or Conditional Use Permit will be issued unless off-street parking and loading requirements as set forth by this article are in place and ready for use but in no case will an addition or enlargement of a building be allowed that reduces the existing off-street parking capacity.

- 5-1.1 Each application for a zoning permit shall include information as to the location and dimensions of off-street parking and loading space, and the means of ingress and egress to such space. This information shall be sufficient detail to determine whether or not the requirements of this section are met.
- 5-1.2 The required parking space for any number or separate uses may be combined in one lot, but the required space assigned to one use may not be assigned to another use, except that one half of the parking space required for churches, theaters, or assemble halls, whose peak attendance is at night or Sunday's, may be assigned to a use which will be closed at night and/or Sundays.
- 5-1.3 If the off-street parking space required by this ordinance cannot be reasonably provided on the same lot on which the principal use is located, such space may be provided on other off street property under the ownership or on other property rented or leased, provided such property lies within four-hundred (400) feet of the principal use or building. Such property shall be referred to as "satellite" parking. Satellite parking shall be associated with the principal use and shall not thereafter be reduced or encroached upon in any manner, which would reduce the number of parking spaces below the required minimum. Satellite parking shall have sign/signs posted that show the parking spaces are reserved for the principal use. Conditional use permits for Home Occupations are specifically excluded from this section and must meet the off-street parking requirements on the same lot as the home occupation.

If rented or leased space is used to meet the off-street parking requirements, a copy of the legal rental agreement or lease, for a minimum of one year, must be provided with the application for the zoning or conditional use permit. A certified copy of the duly executed and registered rental agreement or lease shall be provided to the Zoning Administrator before the zoning or conditional use permit will be issued. The Zoning Administrator shall be notified, in writing within 30 days, of any change to or cancellation of the rental agreement or lease. Certified proof of renewal shall be supplied to the Zoning Administrator within 30 days of the renewal or extension of the rental agreement or lease. Failure to continue the rental agreement or lease will mean failure to comply with the requirements of the zoning or conditional use permit and possible loss of such permits.

5-1.4 The minimum number of required off-street parking spaces shall be calculated from the following table. In the case of a building or use not expressly provided for, the number of off-street spaces shall be the same as for a similar use or inclusive category, which is provided for. Where there is more than one use in a single structure, or on a single tract, or two or more instances of the same use, the minimum number of required off-street parking spaces shall be equal to the sum of the requirements of the various uses.

The following parking requirements shall be applied as indicated in the table of Use District:

OFF-STREET PARKING FACILITY REQUIREMENT

<u>CATEGORY</u>	<u>REQUIREMENTS</u>
A	Two (2) parking spaces per dwelling unit.
B	One (1) parking space per room designed for occupancy (2 beds per room maximum) or unit plus ten (10) percent of that number for employees.
C	Three (3) spaces in addition to resident’s requirements.
D	One (1) space for each four (4) seats in the principal place of assembly.
E	One (1) space for each room or office plus one (1) space for each five (5) students over 16 years of age.
F	One (1) space for each two hundred (200) square feet of gross floor area.
G	One (1) space for each six hundred (600) square feet of gross floor area.
H	One (1) space for each one thousand (1,000) square feet of gross floor area.
J	One (1) for every three (3) seats or one (1) space for every one hundred (100) square feet of floor space exclusive of kitchen and restroom facilities; whichever is greater.
I.	One (1) space for each room or office plus one (1) space for each five (5) students or one (1) space for each four (4) seats in auditoriums and other places of assembly or facilities available to the public, whichever is greater.

Section 5-2 Off-Street Loading

Every building or structure used for business, trade or industry hereafter erected shall provide space, as indicated herein, for the loading and unloading and maneuvering space of vehicles off the street or public alley. Such space shall have access to an alley or if there is no alley, to a street. For the purpose of this section, an off-street loading space shall have minimum dimensions of twelve (12) feet by forty (40) feet, and an overhead clearance of fifteen (15) feet above the alley or street grade. No certificate of occupancy will be issued upon completion of any use or structure unless all off-street loading requirements shall be in place, ready for use and conforming to requirements of this article.

5-2.1 The number of required off-street loading spaces shall be as follows:

- (a) Retail Business - One (1) space for each twenty thousand (20,000) square feet of gross floor area or fraction thereof.
- (b) Wholesale Trade and Industries - One (1) space for each forty thousand (40,000) square feet of gross floor area or fraction thereof.
- (c) Office or Institution - One (1) space for each fifty thousand (50,000) square feet of gross floor area or fraction thereof.