

Article 4.2: Off-Street Parking and Loading Regulations

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4.201 Purposes

The purposes of the off-street parking and loading regulations are to:

- A. Ensure that adequate but not excessive parking is provided for new land uses and major alterations to existing uses to meet the parking needs created by such uses.
- B. Establish regulations for new uses, new or relocated buildings and buildings that have been altered or expanded.
- C. Ensure that off-street parking and loading areas are designed and located to protect the public safety, minimize congestion, reduce solar heat gain for unshaded parking areas, minimize traffic conflicts and congestion on parking aisles and public streets, and buffer surrounding land uses and public areas from visual and noise impacts.
- D. Ensure pedestrian-friendly parking areas by providing for safe pedestrian routes, parking lot lighting, parking spaces sized for contemporary vehicles, and trees for shade.

- E. Provide for the accessibility needs and requirements of disabled and elderly persons.

4.202 Applicability

These regulations apply to new uses and expansion of existing uses.

4.203 General Provisions

- A. ***Required Parking.*** All required parking shall be provided on site, except as provided in Section 4.203G: Shared Parking and Section 4.203I: Off-Site Parking in the Heritage Village Center Zoning District. The number of parking spaces required for individual uses in the Zoning Code is set forth in Section 4.204: Number of Parking Spaces Required. The number of parking spaces required for uses in Shopping Center and Regional Commercial districts is set forth in Section 4.205: Number of Parking Spaces Required for Shopping Center and Regional Commercial.
- B. ***Required Parking and Parking Lot Landscaping for Structures that are Altered.*** The parking and parking lot landscaping requirements of this article shall apply when an existing structure is altered. When a nonconforming structure is altered, the non-conforming parking and landscaping shall be modified to reduce or eliminate the non-conformity. The percentage of the parking and landscaping that is permitted to remain non-conforming shall be determined by the Director of Planning for Administrative Design Review and the Design Review Board for Design Review applications.
- C. ***Uses Not Mentioned.*** Parking requirements for a use not identified in this article shall be determined by the Zoning Administrator based on parking requirements for the most similar use listed in Article 6.1: Use Definitions. The Zoning Administrator may require submission of a parking study prepared by a person licensed to prepare such study.
- D. ***Fractional Spaces.*** If the number of parking spaces required in this article results in a fraction, the required number shall be rounded to the nearest whole number. For example, if the computed requirement equals 9.5 spaces, 10 spaces are required. If the computed requirement equals 9.4 spaces, 9 spaces are required.
- E. ***Computation of Required Parking for Residential Use.*** Residential parking for multi-family uses shall be based on the number of bedrooms. Any rooms defined as bedrooms by the Town of Gilbert building code shall be counted as a bedroom for the purpose of determining off-street parking requirements.

- F. **Visitor Parking.** On-street parking may be counted toward the visitor parking requirement for developments in the Single Family Detached (SF-D), Single Family Attached (SF-A), Multi-Family/Low (MF/L), and Multi-Family/Medium (MF/M) zoning districts provided that the street has a minimum 8.5 foot wide legal parking area exclusive of travel lanes. To qualify as one visitor parking space, there shall be an uninterrupted 22 foot long space and a sidewalk adjacent to the parking side of the street. The Town may require on-street visitor parking spaces to be striped.
- G. **Shared Parking.** Where a use generates parking demand primarily during hours when an adjacent use or uses are not in operation or generate shared trips, a reduction of up to 50 percent of the required parking may be approved by an Administrative Use Permit. The Administrative Use Permit shall terminate if the use changes. The application shall include:
1. Submission of a parking study prepared by a person licensed to prepare such study;
 2. Proposed documents for recordation of cross-easements for parking purposes satisfactory to the Town Attorney; and
 3. Proposed documents satisfactory to the Town Attorney to ensure maintenance of the shared parking spaces.
- H. **Deferred Parking for Unique Uses.** Where a business has or will have a unique parking demand, a deferral of up to 50 percent of the required parking may be approved by an Administrative Use Permit. The Administrative Use Permit shall terminate if the use changes. The application shall include:
1. A parking study prepared by a person licensed to prepare such study; and
 2. A site plan showing all required parking areas and parking areas proposed to be deferred.
- I. **Off-Site Parking in the Heritage Village Center Zoning District and Gateway Districts.** Where a nonresidential use in the Heritage Village Center or Gateway zoning districts cannot provide all the required parking spaces on site, off-site parking may be approved by an Administrative Use Permit. The Administrative Use Permit shall terminate if the use changes. The application shall demonstrate that:
1. The off-site parking spaces shall be located within 1,000 feet of the use;

2. The off-site parking spaces shall be improved to the standards set forth in this article;
3. Cross-easements for parking shall be recorded in a form satisfactory to the Town Attorney, or evidence provided of adequate public parking; and
4. All state and federal accessibility requirements shall be met.

The Administrative Use Permit may require the provision of a minimum number of on-site parking and loading spaces.

J. ***Temporary Use of Parking Area.*** Unless otherwise prohibited by the Zoning Code, the temporary use of parking areas for uses other than parking is permitted provided that:

1. The non-parking use complies with all license requirements;
2. The use does not occupy any parking spaces required by Tables 4.204: Off-Street Parking Requirements or 4.205: Off-Street Parking Requirements for Shopping Center and Regional Commercial districts of this Article;
3. The use does not interfere with fire or emergency vehicle access;
4. The use does not create a traffic hazard or interfere with vehicular or pedestrian circulation on the site;
5. The use provides accessible parking in accordance with applicable laws; and
6. The non-parking use is conducted with written property owner authorization.

K. ***Parking for Age Restricted Uses or to Comply with the Americans with Disabilities Act.*** A reduction in parking requirements for a multi-family age restricted use may be approved by an Administrative Use Permit where the project is restricted by covenant or deed restriction to an age restricted use. Any such approval shall be based on a parking study or other acceptable evidence that supports the requested parking reduction. In no event shall required parking be reduced below 0.5 parking spaces per dwelling unit. Parking requirements for the multi-family use shall revert to those specified in this article if age restrictions are no longer in effect.

L. ***Restrictions on Parking in Commercial and Office Districts.***

1. Recreational vehicles, trailers, commercial vehicles or combinations of vehicles exceeding 21 feet in length, not owned or operated by a business on the property, shall not be parked within any commercial zoned property, except for the purpose of loading, unloading, service, or patronizing a commercial use on the site; and
2. In commercial districts, no vehicle shall be parked overnight and used for permanent or temporary habitation.

M. ***Prohibited Parking.*** Parking shall be prohibited in the following locations:

1. Fire lanes;
2. Required landscape areas;
3. Unimproved properties or portions of properties in nonresidential and multi-family districts; and
4. Outside areas not designated for parking on an approved Final Design Review plan.

N. ***Separation from Buildings.*** Parking spaces shall be separated from a nonresidential or multi-family building by:

1. A raised walkway of at least 4 feet in width exclusive of any overhang permitted in Section 4.203O: Parking Overhang, or;
2. A raised landscape planter of at least 5 feet in width exclusive of any overhang permitted in Section 4.203O: Parking Overhang. (SEE APPENDIX 1, FIGURE 6).

O. ***Parking Overhang.*** Vehicles may overhang landscape areas or sidewalks by 30 inches provided that:

1. The overhang does not interfere with the base of any structure, raised planter, seating bench, fence, utility equipment, light pole or base, or trunk of any tree;
1. The unobstructed width of the sidewalk, exclusive of the 30 inch overhang, is not less than 4 feet (SEE APPENDIX 1, FIGURE 7);
2. The allowable overhang does not reduce any landscape planter width below 5 feet; and

3. No part of any parked vehicle extends into any required landscape area or beyond any property line.
- P. ***Opposing Overhangs.*** Where parking spaces are on opposite sides of a landscape area or sidewalk or combination thereof, the landscape area or sidewalk shall be at least 9 feet in width. This provision does not apply to landscape diamond planter areas.
- Q. ***Parking Wheel Stops.*** Concrete or metal parking wheel stops held in place by steel posts or placed directly on the parking surface are prohibited.
- R. ***Side Clearance.*** Each parking space located at the end of a row of spaces shall provide a 3 foot wide area clear of vertical obstructions more than 6 inches in height, exclusive of landscaping, next to the side of the space.
- S. ***Tandem Parking, Nonresidential.*** Tandem parking spaces shall only be approved for full-time valet or attended parking. Tandem parking spaces may be used to satisfy a portion of the parking requirement for nonresidential uses, subject to the approval of an Administrative Use Permit. The Administrative Use Permit shall terminate if the use changes.
- T. ***Pull-Through Parking Spaces.*** Single car pull-through spaces are prohibited.
- U. ***Striping.*** One or more 4-inch wide lines of white or other contrasting color paint shall delineate all nonresidential and multi-family parking spaces. Such lines shall be maintained to clearly identify each space.
- V. ***Pavement Edge Protection.*** All permanent uses other than individual single family residential lots shall provide a 6-inch, poured-in-place concrete curb or other approved material for all parking areas and drive aisles abutting landscaped areas. The curbing design shall meet the minimum requirements set forth in Maricopa Association of Governments Standard Detail No. 222 for single curbs.
- W. ***Commercial Vehicle Parking in Residential Districts.***
1. One commercial vehicle with a manufacturer's gross vehicle weight rating of more than 5 tons may be parked on residential lots or parcels 1 acre or larger, subject to the following conditions:
 - a. The vehicle shall be parked behind the rear wall plane of the main building on the lot or parcel;
 - b. The vehicle shall be parked no closer than 10 feet from any property line; and

- c. The vehicle shall be screened from view from streets and abutting property by a solid fence or landscaping.
2. One commercial vehicle with a manufacturer's gross vehicle weight rating of 5 tons or less may be parked on residential lots or parcels less than 1 acre, subject to the following conditions:
 - a. The vehicle shall not be parked in the required front or street side setback area; and
 - b. The vehicle shall be screened from view from streets and abutting property by a solid fence or landscaping.

X. *Additional Parking on Single Family Residential Lots.*

1. One additional uncovered parking space may be constructed next to the driveway or adjacent to a garage or carport. On corner lots, the parking space shall not be constructed in the street side setback area.
2. The additional parking space permitted by this section shall comply with the following standards:
 - a. The parking space shall have a surface of asphalt, concrete, decomposed granite or gravel.
 - b. The surface may consist of 2 parallel concrete or cement strips. The area between such parallel strips shall be landscaped with vegetative or non-vegetative ground cover.
 - c. No parked vehicle may obstruct or encroach on a sidewalk.
 - d. Access to the parking space shall be via a curb cut, rolled curb, or driveway.
3. No motor vehicle, recreational vehicle or trailer shall be parked in the front or side setback visible from the street, except on a driveway or additional parking space permitted in this section.

4.204 Number of Parking Spaces Required

This Section sets forth parking space requirements for all uses except uses in Shopping Center and Regional Commercial districts. Unless otherwise approved pursuant to Subsections 4.203H: Deferred Parking for Unique Uses or 4.203I: Off-Site Parking in the Heritage Village Center Zoning District and Gateway Districts, required parking spaces shall be located on the same building site as the use or building they serve, unless

cross-access and cross-parking agreements are in effect. Parking on public or private streets shall not be used to satisfy the off-street parking requirement.

Table 4.204: Off-Street Parking Requirements

Use Classification	Requirement (Gross Floor Area)
Agritainment	Determined by Zoning Administrator
Ambulance Services	1 space per 250 sq. ft.
Animal Services	
<i>Animal Grooming</i>	1 space per 250 sq. ft.
<i>Animal Shelter</i>	1 space per 250 sq. ft.
<i>Feed and Tack Sales</i>	1 space per 350 sq. ft.
<i>Kennel</i>	1 space per 250 sq. ft.
<i>Large Animal Hospitals</i>	1 space per 300 sq. ft.
<i>Small Animal Clinics</i>	1 space per 250 sq. ft.
Automated Teller Machine	None required.
Automated Teller Machine, Remote	2 spaces per machine
Banks and Other Financial Institutions	1 space per 200 sq. ft.
Banquet Facility	Determined by Zoning Administrator
Bed and Breakfast Homes	2 enclosed spaces; plus 1 space per guest room
Building Maintenance Services	1 space per 300 sq. ft.
Building Material and Home Improvement Sales and Service, Retail	1 space per 250 sq. ft.
Building Material and Home Improvement Sales and Service, Wholesale	1 space per 800 sq. ft.
Business Services	1 space per 250 sq. ft.
Call Center	1 space per 150 sq. ft.
Cemetery	None required
Cemetery, Pet	None required
Clubs and Lodges	1 space per 200 sq. ft. or 1 space per 4 fixed seats, whichever is greater
Colleges, Public Or Private	1 space per 200 sq. ft. of classroom and office area
Congregate Living Facility	.5 spaces per unit
Contractor's Yard	1 space per 250 sq. ft. of office area
Convention Center	1 space per 200 sq. ft. or 1 space per 4 fixed seats, whichever is greater
Crematorium	1 space per 300 sq. ft.
Crop and Animal Raising, Commercial	None required
Crop Raising, Non-Commercial	None required
Cultural Institutions	1 space per 200 sq. ft. or 1 space per 4 fixed seats, whichever is greater
Day Care Centers	1 space per 300 sq. ft.
Day Care Homes	No additional spaces required
Day Care, Residential	No additional spaces required
Dry Cleaning and Laundry Outlet	1 space per 250 sq. ft.
Dry Cleaning and Laundry Central Plant	1 space per 300 sq. ft.
Eating and Drinking Establishments ¹	

Table 4.204: Off-Street Parking Requirements

Use Classification	Requirement (Gross Floor Area)
<i>Bars/Night Clubs/Lounges/Dance Halls</i>	1 space per 100 sq. ft.; plus 1 space per 400 sq. ft. of outdoor dining area
<i>Restaurants, Beverage Service</i>	1 space per 75 sq. ft.; plus 1 space per 400 sq. ft. of outdoor dining area
<i>Restaurants, Full Service</i>	1 space per 100 sq. ft.; plus 1 space per 400 sq. ft. of outdoor dining area
<i>Restaurants, Limited Service</i>	1 space per 100 sq. ft.; plus 1 space per 400 sq. ft. of outdoor dining area
Entertainment and Recreation, Indoor	1 space per 150 sq. ft. of indoor area
Entertainment and Recreation, Outdoor	2 spaces per court; 45 spaces per soccer field; 35 spaces per baseball or softball field; 1 space per batting cage; 2 spaces per miniature golf hole
Farm Stand	1 space per 50 sq. ft. of sales area
Farmers' Market	1 space per 50 sq. ft. of sales area
Food Preparation	
<i>Large-Scale</i>	1 space per 300 sq. ft.
<i>Small-Scale</i>	1 space per 250 sq. ft.
Funeral and Undertaking Services	1 space per 100 sq. ft. of assembly area; plus 1 space per 200 sq. ft. of office area
Garden Supply Stores and Plant Nurseries	1 space per 400 sq. ft. of sales and display area.
Golf Course	5 spaces per hole
Government Offices and Facilities	1 space per 200 sq. ft.
Group Homes For The Handicapped	No additional spaces required
Haunted House	1 space per 100 sq. ft.
Health Care Facilities	
<i>Hospital</i>	1.5 spaces per bed;
<i>Urgent Care Facility</i>	1 space per 100 sq. ft.
<i>Medical Offices And Clinics</i>	1 space per 150 sq. ft.
Home Occupation	No additional parking required.
Homeowners Association Facilities	1 space per 250 sq. ft. building area
Hotels and Commercial Lodging	1.1 spaces per guest room, suite or unit; public eating and drinking establishments calculated separately
Instructional Services, Specialized	1 per 200 sq. ft. of instructional area
Laboratories, Commercial	1 space per 150 sq. ft.
Laundry Services	1 space per 250 sq. ft.
Loft Unit	1.5 spaces per unit
Maintenance and Repair Services	1 space per 300 sq. ft.
Manufacturing and Assembly	
<i>Artisan</i>	1 space per 500 sq. ft.
<i>Light</i>	1 space per 500 sq. ft.
<i>General</i>	1 space per 500 sq. ft.
<i>Heavy</i>	1 space per 1,000 sq. ft.
Mining and Quarrying	1 space per 250 sq. ft. of office area
Nursing Home	0.5 spaces per bed

Table 4.204: Off-Street Parking Requirements

Use Classification	Requirement (Gross Floor Area)
Offices, General	1 space per 250 sq. ft.
Pawn Shop	1 space per 250 sq. ft.
Personal Services	1 space per 200 sq. ft.
Public Safety Facilities	1 space per 250 sq. ft.
Recreational Vehicle Park	1 space per 100 sq. ft. of office area, plus 2 spaces per permanent residential unit
Place of Worship	1 space per 100 sq. ft. of assembly area, plus 1 space per 200 sq. ft. of other indoor area
Research and Development	1 space per 250 sq. ft.
Residential, Permanent	
<i>Single Family (on-street parking permitted)</i>	2 enclosed spaces per unit. Residential uses in the Heritage District may provide 2 unenclosed spaces on-site.
<i>Single Family (no on-street parking)</i>	2 enclosed spaces per unit; plus .25 guest spaces per unit. Residential uses in the Heritage District may provide 2 unenclosed spaces on-site.
<i>Multi-Family</i>	1 space per 1-bedroom/studio unit; 2 spaces per 2 or more bedroom units; all plus .25 guest spaces per unit 1 space per unit shall be covered, of which 25% shall be enclosed.
<i>Secondary Dwelling</i>	1 additional space
Retail Sales, Convenience	1 space per 100 sq. ft.
Retail Sales, Furniture	1 space per 500 sq. ft.
Retail Sales, General	1 space per 250 sq. ft.
Sexually-Oriented Business	1 space per 250 sq. ft.
Schools, Public or Private	Elementary: 2 spaces per classroom Junior High: 2 spaces per classroom High: 7 spaces per classroom
Special Assistance Shelters	1 space per 500 sq. ft.
Stables, Commercial	1 space per 2 horse stalls
Storage, Personal Property	
<i>Indoor</i>	8 spaces plus 2 covered spaces per dwelling unit
<i>Outdoor</i>	2 covered spaces per dwelling unit
Swap Meet and Auction, Indoor	1 space per 200 sq. ft.
Swap Meet and Auction, Outdoor	1 space per 200 sq. ft. of sales area
Teen Nightclub	1 space per 200 sq. ft.
Transportation Passenger Terminals	Determined by Zoning Administrator
Utilities	
<i>Facilities</i>	1 space per 250 sq. ft. of office area
<i>Service Yards</i>	1 space per 250 sq. ft. of office area
<i>Well Site</i>	No additional spaces required
Vehicle Equipment Sales, Leasing and Services	
<i>Car Wash, Automated or Self-Service</i>	2 spaces minimum
<i>Car Wash, Full Service</i>	10 spaces minimum

Table 4.204: Off-Street Parking Requirements

Use Classification	Requirement (Gross Floor Area)
<i>Commercial Vehicle/Equipment Sales and Rental; New and Used</i>	1 space per 250 square feet of indoor area
<i>Fueling Facility</i>	1 space per 100 sq. ft. of convenience retail sales, plus 2 spaces per service bay
<i>Fueling Facility, Alternative</i>	1 space per fueling station
<i>Fueling Facility, Fleet</i>	None required
<i>Motor Vehicle Sales and Leasing, New and Used</i>	1 space per 250 sq. ft. of interior display space; plus 1 space per 3 service bays; plus 1 space per 25 vehicles displayed outdoors
<i>Non-Commercial Vehicle Rental</i>	1 space per 100 sq. ft.
<i>Vehicle Services, Light and Heavy</i>	3 spaces per service bay plus 1 space per 100 sq. ft. of office and sales area
Warehousing	
<i>Freight/Truck Terminal and Warehouse</i>	1 space per 1000 sq. ft. plus 1 space per 250 sq. ft. office area
<i>Petroleum and Gas Storage</i>	1 space per 250 sq. ft. of office area
<i>Salvage or Junkyards</i>	1 space per 200 sq. ft. of office area greater
Waste Management	
<i>Hazardous Waste Collection and Transfer Facility</i>	1 space per 250 sq. ft. of office area
<i>Hazardous Waste Disposal Facility</i>	1 space per 250 sq. ft. of office area
<i>Non-Hazardous Waste Collection and Transfer Facility</i>	1 space per 250 sq. ft. of office area
<i>Non-Hazardous Waste Disposal Facility</i>	1 space per 250 sq. ft. of office area
<i>Non-Hazardous Material Recycling Collection Facility</i>	
<i>Large Scale</i>	1 space per 250 sq. ft. of office area
<i>Small Scale</i>	None required
Wireless Communication Facilities	None required

4.205 Number of Parking Spaces Required for Shopping Center and Regional Commercial

This section sets forth parking space requirements for uses in the Shopping Center and Regional Commercial districts. Required parking spaces shall be located on the same building site as the use or building they are intended to serve, unless cross-access and cross-parking agreements are in effect. Parking on public or private streets shall not be used to satisfy the off-street parking requirement.

Table 4.205: Off-Street Parking Requirements for Shopping Center and Regional Commercial Districts:

Zoning Classification	Requirement (Gross Floor Area)
Shopping Center	1 space per 250 sq. ft.

Table 4.205: Off-Street Parking Requirements for Shopping Center and Regional Commercial Districts:

Zoning Classification	Requirement (Gross Floor Area)
Regional Commercial	1 space per 200 sq. ft.

4.206 Dimensions for Parking Spaces and Aisles

- A. **General.** This section sets forth dimensional requirements for open parking spaces, covered parking spaces, and spaces in parking structures.
- B. **Open Parking Spaces.** The minimum dimensions of open parking spaces and parking aisles are set forth in Tables 4.206A: Parking Space and Aisle Dimensions for Parking Angles Less Than 90 Degrees and 4.206B: Parking Space and Aisle Dimensions for Perpendicular Parking Angles. For high turnover uses and uses utilizing shopping carts, space width shall be increased by 6 inches for 50 percent of the required parking spaces closest to the building entrances.
- C. **Unenclosed Covered Parking Spaces.** Each unenclosed covered parking space shall measure at least 9 feet in width and 19 feet in depth of unobstructed area. These measurements shall not include the exterior walls or supports of the structure. An unenclosed covered parking space shall have an unobstructed back-up area of not less than 25 feet.
- D. **Spaces in Parking Structures.** Each parking space in a parking structure shall measure at least 9 feet in width and 18 feet in depth, and have an unobstructed back-up area of not less than 24 feet.
- E. **Vertical Clearance for Unenclosed Covered Spaces and Parking Structures.** Covered parking and parking structures shall have a minimum vertical clearance of 8 feet.
- F. **Compact Parking Spaces.** Parking spaces that front on a landscape planter that is a minimum size of 6 feet wide and 6 feet long may be restricted to parking for compact cars by clearly marking the pavement surface. Such compact spaces shall be at least 9 feet in width and 16 feet in length. No more than 4 compact parking spaces shall be located in one grouping.
- G. **Residential Garages.** No minimum dimensional requirements.
- H. **Angle Parking Less Than 90 Degrees.** The following dimensions shall apply to all uses other than high turnover uses and those uses utilizing shopping carts. (SEE APPENDIX 1, FIGURES 8A & 8B)

I.

Table 4.206A: Parking Space and Aisle Dimensions for Parking Angles Less Than 90 Degrees (feet)

<i>Space Angle</i>	<i>Aisle Width</i>	<i>Space Width</i>	<i>Space Length</i>
One-way			
0 degrees	14.0	10.0	22.0
30 degrees	15.0	9.0	19.0
45 degrees	16.0	9.0	19.0
60 degrees	17.0	9.0	19.0
Two Way			
0 degrees	20.0	10.0	22.0
30 degrees	20.0	9.0	19.0
45 degrees	22.0	9.0	19.0
60 degrees	24.0	9.0	19.0

J. **Perpendicular Parking.** The following dimensions shall apply to all uses other than high turnover uses and those uses utilizing shopping carts.

Table 4.206B: Parking Space and Aisle Dimensions for Perpendicular Parking Angles (feet)

<i>Space Angle</i>	<i>Aisle Width</i>	<i>Space Width</i>	<i>Space Length</i>
90 degrees	25.0	9.0	19.0
90 degrees	24.0	9.5	19.0

K. **Angle Parking Less Than 90 Degrees in Parking Structures.** The following dimensions shall apply to all uses other than high turnover uses and those uses utilizing shopping carts.

Table 4.206C: Parking Space and One-way Aisle Dimensions for Parking Angles Less Than 90 Degrees within Parking Structures (feet)

<i>Space Angle</i>	<i>Aisle Width</i>	<i>Space Width</i>	<i>Space Length</i>
45 degrees	12.67 (12' – 8")	9.0	17.67 (17' – 8")
60 degrees	14.5	9.0	19.0

4.207 Parking Access

A. **Nonresidential and Multi-Family Uses.**

1. *Ingress and Egress.* Each parking area shall have a driveway or driveways providing ingress to and egress from a public street. Parking in Heritage Village Center district may be directly accessed from an alley.
2. *Parking Area Egress Aisles.* Parking area egress aisles shall be perpendicular to the public street and level for a distance of at least 20 feet behind the sidewalk or pedestrian crossing.

B. *Residential Uses.*

1. On public or private streets where a residential garage or carport is directly accessible from the street, it shall have a paved driveway not less than 20 feet in length, measured from the back of sidewalk. If no sidewalk exists, the driveway length shall be measured from the back of curb. This provision does not apply to side entry garages.
2. Where a residential garage or carport is directly accessible from an alley, it shall have a minimum paved driveway not less than 3 feet in length.

4.208 Driveway Widths

- A. *Single Family Residential.* No minimum driveway width is required.
- B. *Other than Single Family Residential.* Driveways shall have a minimum width of 14 feet for one-way traffic and 20 feet for 2-way traffic. One-way driveways shall be clearly identified.

4.209 Surfacing

Except as otherwise provided in this section, parking areas and spaces, access points, aisles, driveways, and travel ways shall be paved with masonry, asphalt, or concrete. All paved areas shall be maintained to provide a surface free from cracks, holes, and pavement deterioration. All required pavement marking shall remain visible.

- A. *Single Family Residential Driveways - 50 feet or less.* That portion of a driveway within 50 feet of a right-of-way shall be improved with a concrete or masonry surface.
- B. *Single Family Residential Driveways - Greater than 50 feet.* That portion of a driveway within 50 feet of the right-of-way shall be improved with a concrete or masonry surface. The remainder of the driveway may be constructed of concrete, masonry, asphalt, compacted decomposed granite, or other approved dust free surface.

- C. **Alternative Paving Surface.** The Director may approve an alternative surface material for facilities that have limited or infrequent use.

4.2010 Drive-Through and Take-Out Facilities

A. Drive-Through Facilities.

1. **General.** Drive-through facilities shall provide safe, unimpeded movement of vehicles at street access points, in travel aisles and parking areas. Drive-through aisles shall be a minimum of 12 feet in width and 20 feet in length. Drive-through aisle shall have a minimum interior turning radius of 15 feet and an exterior turning radius of 30 feet (SEE APPENDIX 1, FIGURE 9).
2. **Screening.** Drive-through aisles shall be screened from view from public and private streets, areas accessible to the general public, and from areas shown for residential use in the General Plan by:
 - a. A decorative masonry fence a minimum of 36 inches in height measured from the grade of the aisle; or
 - b. A continuous evergreen landscape planter a minimum of 6 feet in width; or
 - c. A combination of a masonry fence and landscape planter.
3. **Stacking.** Vehicular stacking areas shall be provided in accordance with Table 4.2010: Drive-Through Facility Stacking Space Requirements.

Table 4.2010: Drive-Through Facility Stacking Space Requirements

Use Classification	Stacking Space Requirement
Banks and Other Financial Institutions	5 spaces per teller or ATM drive-through
Eating and Drinking Establishments	
<i>Restaurants, Beverage Service</i>	3 spaces per window
<i>Restaurants, Limited Service</i>	4 spaces
Retail Sales, General	
<i>Dry cleaning</i>	2 spaces per window
<i>Pharmacy</i>	2 spaces per aisle
<i>Photo drop</i>	1 space per window
Vehicle Equipment Sales, Leasing and Services	
<i>Car Wash, Automated or Self-service</i>	2 space per bay
<i>Car Wash, Full Service</i>	8 spaces minimum

Table 4.2010: Drive-Through Facility Stacking Space Requirements

Use Classification	Stacking Space Requirement
<i>Fueling Facility</i>	1 space on each end of each side of each fuel pump island (one-way facilities require 2 spaces on approach end of each island.)
<i>Fueling Facility, Alternative</i>	1 space on each end of each side of each fuel pump island (one-way facilities require 2 spaces on approach end of each island.)
<i>Vehicle Services, Heavy</i>	1 space per service bay
<i>Vehicle Services, Light</i>	1 space per service bay

- B. **Take-Out Facilities.** Eating and Drinking Establishments providing a designated take-out counter or window shall identify one or more parking spaces adjacent to the take-out entrance for exclusive use by take-out customers.

4.2011 Passenger Loading Areas

- A. **General.** Passenger loading areas shall be provided adjacent to the principal facility entrance or entrances and shall consist of vehicle turnout lanes located outside access aisles. Passenger loading areas shall be identified exclusively for this use.
- B. **Loading Area Requirements.** Passenger loading shall be provided in accordance with Table 4.2011: Passenger Loading Area Requirements.

Table 4.2011: Passenger Loading Area Requirements¹

Use Classification	Requirement
Clubs and Lodges	1 space
Congregate Living Facility	1 space
Convention Center	5 spaces
Cultural Institutions	1 space
Day Care Centers	3 spaces
Entertainment and Recreation, Indoor	3 spaces per skating rink 2 spaces per swimming pool 1 space per performing arts facility 1 space per 3 theatre screens
Entertainment and Recreation, Outdoor	2 spaces per swimming pool 1 space per sports field or court 3 spaces per amphitheatre
Government Offices and Facilities	
<i>Large-Scale</i>	2 spaces
Health Care Facilities	
<i>Hospitals</i>	2 spaces
<i>Urgent Care Facility</i>	1 space

Table 4.2011: Passenger Loading Area Requirements¹

Use Classification	Requirement
<i>Medical Offices and Clinics (greater than 5,000 sq. ft.)</i>	1 space per 5,000 sq. ft.
Hotels and Commercial Lodging	3 spaces
Nursing Home	1 space
Place of Worship	
<i>Large-Scale</i>	4 spaces
<i>Small-Scale</i>	1 space
Schools, Public or Private	3 spaces
Transportation Passenger Terminals	5 spaces

¹A passenger loading space is the area a vehicle occupies while loading or unloading passengers. A passenger loading space shall be a minimum of 12 feet in width and 20 feet in length.

4.2012 Screening, Landscaping and Lighting

A. **Screening.** Parking areas, automotive fuel pump islands, and parking access aisles parallel to and within 75 feet of rights-of-way shall be screened from view from those rights-of-way, public parks and public buildings by fences. Landscaping or berming may substitute for fences up to a maximum of 25 percent of the length of the fence.

1. *Parking Screen Walls.*

- a. *Height.* Walls shall be not less than 3 feet nor more than 4 feet, measured from finish grade of the parking lot.
- b. *Location.* Parking screen walls shall not be located in public rights-of-way, street frontage landscape areas, or on top of any retaining walls.
- c. *Alignment.* Walls shall be horizontally staggered a minimum of 1 foot for every 100 linear feet.
- d. *Clearance.* Walls shall be set back a minimum of 3 feet and a maximum of 6 feet from the perimeter of any parking space, driveway, or any access aisle, as measured from the back of curb.
- e. *Materials and Finish.* Walls shall be constructed of decorative block, brick, stone, or similar materials and finished on both the interior and the exterior elevations.

2. *Landscape Screening.*

- a. *Height.* Where landscaping is used as a substitute screening method, it shall be planted and maintained as a continuous landscape hedge not less than 3 feet or more than 4 feet in height, measured from finish grade of the parking lot.
- b. *Location.* The landscape hedge shall not be located in public rights-of-way.
- c. *Clearance.* The landscape hedge shall be set back a minimum of 3 feet and a maximum of 6 feet from the perimeter of any parking space, driveway, or any access aisle.
- d. *Plant Materials.* Plant materials shall be an evergreen species.
- e. *Sight Distance Triangle.* Ground covers and shrubs planted within sight distance triangles shall not exceed a height of 24 inches at maturity.

3. *Berms.*

- a. *Height.* Where a berm is used as a substitute screening method, it shall measure not less than 3 feet nor more than 4 feet in height from finish grade of the parking lot.
- b. *Location.* The berm shall not be located in public rights-of-way.
- c. *Clearance.* The toe of the berm shall be set back a minimum of 3 feet and a maximum of 6 feet from the perimeter of any parking space, driveway, or any access aisle.
- d. *Slope.* The maximum slope of the berm shall not exceed 4:1.

4. *Exceptions.*

- a. A new wall shall not be required where an existing wall complies with the requirements of this section. The existing wall may be located either on the common property line or within 10 feet of the common property line. However, if the existing wall is removed, a replacement wall will be required to be constructed by the owner of the parking facility. Nothing herein shall affect any legal non-conforming rights.
- b. A new wall shall not be required to screen outdoor display of new or used motor vehicles for sale or lease when such display area is identified on an approved Final Design Review site plan. Required

parking for these uses shall comply with the screening requirements of this section.

B. *Parking Lot Landscaping and Lighting.*

1. *Shade Trees.*

- a. Shade trees shall be planted in the parking lot at a ratio of 1 tree for every 8 spaces. Trees shall be located throughout the parking lot to maximize the shading effect on parking spaces and to reduce solar heat gain. These trees are exclusive of trees planted around the perimeter of the parking lot (SEE APPENDIX 1, FIGURE 10).
- b. The landscape planter, other than a landscape diamond planter, for any parking lot tree shall have a minimum area of 54 square feet and a minimum interior width of 5 feet.
- c. Landscape diamond planters shall have a minimum area of 36 square feet.
- d. The minimum trunk size of parking lot trees shall have a minimum trunk height of 6 feet and a minimum of a 2 inch single trunk caliper measurement or a 1.5 inch average trunk caliper measurement for multiple trunk trees when planted, measured 4 feet above grade. This size of tree is generally referred to as 24 inch box.
- e. The minimum trunk height of parking lot trees shall be 6 feet.

2. *Interior Landscaping.*

- a. A minimum of 10 percent of the interior of all parking lots shall be landscaped, which percentage may include shade tree planters.
- b. Required interior landscape areas shall be evenly distributed throughout the parking lot. No more than 8 consecutive parking spaces shall be constructed without a landscape planter.
- c. The end spaces in a row of parking spaces shall be separated from drive aisles by landscape islands or peninsulas that are a minimum width of 6 feet.

3. *Light Poles.* Parking lot light poles shall be located in a landscape planter or incorporated into a walkway or other pedestrian area. Concrete bases for light poles shall not exceed a height of 30 inches from finished grade.

4.2013 Parking Space and Aisle Setbacks at Arterial Driveway Entrances

- A. ***Parking Setbacks, Inbound Left Turns Permitted.*** Parking spaces directly served by a driveway accessed from an arterial street where inbound left turns are permitted shall be set back:
1. *NO (Neighborhood Office), GC (General Commercial), HVC (Heritage Village Center), PF/I (Public Facility/Institutional) and all Employment Districts.* A minimum of 60 feet from the arterial right-of-way.
 2. *All Other Nonresidential and Multi-Family Districts.* A minimum of 80 feet from the arterial right-of-way. (SEE APPENDIX 1, FIGURE 11)
- B. ***Parking Setbacks, Inbound Left Turns Not Permitted.*** Parking spaces directly served by a driveway accessed from an arterial street where inbound left turns are not permitted shall be set back:
1. *NO (Neighborhood Office), GC (General Commercial), and HVC (Heritage Village Center) Districts.* A minimum of 40 feet from the arterial right-of-way.
 2. *NC (Neighborhood Commercial), GO (General Office), PF/I (Public Facility/Institutional), and all Employment Districts.* A minimum of 60 feet from the arterial right-of-way.
 3. *CC (Community Commercial), SC (Shopping Center), RC (Regional Commercial), and Multi-Family Residential Districts.* A minimum of 80 feet from the arterial right-of-way.
- C. ***Drive Aisle Setbacks.*** Parking drive aisles intersecting and crossing a major driveway accessed from an arterial street shall be set back (SEE APPENDIX 1, FIGURE 12):
1. *NO (Neighborhood Office).* A minimum of 20 feet from the arterial right-of-way.
 2. *NC (Neighborhood Commercial), GC (General Commercial), and all Employment Districts.* A minimum of 40 feet from the arterial right-of-way.
 3. *CC (Community Commercial), SC (Shopping Center), GO (General Office), PF/I (Public Facility/Institutional), and Multi-Family Residential Districts.* A minimum of 60 feet from the arterial right-of-way.

4. *RC (Regional Commercial) District.* A minimum of 80 feet from the arterial right-of-way.
5. *Convenience Retail, Fueling Facility, and Limited Service Restaurant Uses in any District.* A minimum of 60 feet from the arterial right-of-way.

Minimum drive aisle setback requirements in the NO, NC, GC, BP, LI, and GI districts may be modified by the Town Traffic Engineer. A Traffic Study is required to be submitted and approved by the Town Traffic Engineer to establish findings that more or less vehicle storage length is required to serve the development.

The Director shall determine which driveways are major driveways.

4.2014 Parking for Persons with Disabilities

Parking for persons with disabilities shall comply with the Town building code.

4.2015 Off-Street Loading

A. Commercial and Employment Districts.

1. *Applicability.* This Section applies to any use having a gross floor area of 10,000 square feet or more requiring the delivery or distribution of material or merchandise by trucks measuring 36 feet or more, including cab and trailer.
2. *Requirement.* At least 1 off-street loading space shall be provided. One additional loading space shall be provided for each additional 40,000 square feet of gross floor area over 10,000 square feet. Required loading spaces shall be maintained during the existence of the use.
3. *Standards.*
 - a. *Location.* Loading spaces shall not be closer than 100 feet to any land designated for residential use on the General Plan, or within 100 feet of land zoned for residential use, unless such loading spaces are within an enclosed building.
 - b. *Dimensions.* Each required off-street loading space shall be not less than 12 feet wide and 45 feet long.
 - c. *Clear Height.* Each required off-street loading space shall have a minimum clear height of 14 feet.

- d. *Screening.* Each off-street loading space visible from a public street, within 200 feet of land designated for residential use on the General Plan, or within 200 feet of land zoned for residential use shall be enclosed on three sides by a solid fence not less than 14 feet in height.
- e. *Maneuvering.* Truck-maneuvering areas shall not encroach into required parking spaces or rights-of-way.

B. Customer Loading Zones.

- 1. *Applicability.* This Section applies to retail uses where customers take delivery of goods in non-commercial vehicles other than in designated parking spaces. Such uses are characterized by the sale of large or bulky items. Uses include home improvement, appliance, furniture, grocery, retail warehouse, and electronics stores.
- 2. *Requirement.* A customer loading zone shall be provided for any use listed in Section 4.2015B.1: Applicability and having a gross floor area of 25,000 square feet.
- 3. *Standards.*
 - a. *Location.* The loading zone shall be located within 50 feet of the primary exit or merchandise pick-up location. Customer loading is prohibited in designated fire lanes.
 - b. *Dimensions.* A loading zone shall be a minimum width of 10 feet and a minimum length of 30 feet.
 - c. *Clear Height.* The loading zone shall have a minimum clear height of 14 feet.

4.2016 Bicycle Parking

A. Requirement.

- 1. *Minimum Requirement, All Uses.* Uses of land which are required to provide at least 40 vehicle parking spaces shall be required to provide bicycle parking spaces and facilities at a rate of 1 for every 10 required vehicle parking spaces.
- 2. *Minimum Requirement, Uses with less than 40 Vehicle Parking Spaces.* A minimum of 4 spaces shall be provided for all uses, with the following exceptions:

- a. Single family residential uses.
 - b. Personal Property Storage, Indoor and Outdoor
 - c. Other uses as determined by the Director of Planning.
3. *Minimum Requirement, Uses in SC and RC Districts.* Bicycle parking for uses in the SC and RC zoning districts shall be distributed throughout a project. Common or shared bicycle parking facilities may be provided for attached or in-line uses. Individual uses on separate pads shall provide bicycle parking facilities in accordance with Section 4.2016A.1: Minimum Requirement, All Uses and Section 4.2016A.2: Minimum Requirement, Uses with less than 40 Vehicle Parking Spaces.
 4. *Maximum Requirement.* In no event shall any use be required to provide more than 100 bicycle parking spaces.

B. *Standards.*

1. *Location.* Bicycle parking spaces shall be located on a paved surface within 50 feet of the primary building entrance. Bicycle parking spaces shall not encroach into any required landscaping or pedestrian access areas.
2. *Dimensions.* Bicycle parking spaces shall measure 2 feet by 6 feet per space. A pre-manufactured bicycle rack or locker which differs from these dimensions may be approved by the Director of Planning.
3. *Parking Facilities.* The bicycle parking facility shall be a stationary object permanently affixed to the ground or a structure to which the operator can lock the bicycle frame and wheels to the object. Bicycle lockers may be used.