

**ARTICLE 22  
PARKING AND LOADING**

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**Sec. 22.1. Findings.**

- (a) Generally. Poor design of parking lots can lead to damage to the environment and may require the community to subsidize the interests of a commercial enterprise at the expense of the community's environment. It is reasonable to require that development prevent environmental damage through good design of parking lots. Possible negative effects of parking and loading areas include creation of heat islands and changes to microclimate, isolation of pedestrians, increased stormwater runoff, and reduced stormwater infiltration into the ground.
- (b) Heat islands. Large parking lots can create heat islands where pavement absorbs solar radiation during the day and remains warm well into the night. When heat islands exist, cooling costs are higher than normal. Strategies can be used to reduce heat islands and their effects.
- (c) Lack of safe pedestrian mobility. Large areas of paving are necessary to accommodate automobiles, but they can be unfriendly to pedestrians without specific regulations requiring that designers accommodate pedestrians. Large, open parking areas are conducive to high speeds and random maneuvers which can endanger pedestrians. Wide driveway aisles and access roads also increase speeds and discourage pedestrian travel. Street and parking lot design is moving away from automobile-centered standards toward a more balanced approach that includes pedestrians.

- (d) Stormwater management. Parking lots can be seas of asphalt contributing to the degradation of local water quality. Parking lots can be more compatible environmentally if environmental protection measures are incorporated into design standards and regulations. Porous pavement and grass pavers reduce runoff by allowing it to pass through the paved surface and infiltrate back into the soil and groundwater. Utilizing porous pavements and grass pavers also reduces or eliminates land dedicated to surface storm water management facilities. Porous pavement designs and grass pavers are appropriate in some instances. Other types of stormwater management facilities are also more environmentally compatible, such as vegetative swales and bioretention.
- (e) Overbuilding of parking lots. Past off-street parking requirements have called for huge, expanses of parking around shopping centers and malls, some or much of which remains unused for most of the year. The risk of lost retail sales because of insufficient customer parking, as well as parking requirements for commercial loans, have led in part to the overbuilding of parking lots. This has worked to the benefit of retailers but has been shown to have undesirable environmental impacts, and those costs have been borne by communities. Certain parking areas are used only a few days of the year, yet the impacts of excess pavement continue every day, regardless of whether the parking is used or not. Studies have shown that at least one-half of the parking spaces in shopping centers are vacant at least 40 percent of the time (Urban Land Institute 1982, as cited in "An Opportunity to Reduce Minimum Parking Requirements," by Donald Shoup, *Journal of the American Planning Association*, Winter 1995, 14-28). Parking lot construction is a considerable factor in the cost of development. Reducing parking areas reduces development costs. Therefore, reductions in the size of paved parking and flexibility in the types of pavement and parking designs are beneficial to all concerned.

**Sec. 22.2. Purposes.**

The multiple purposes of this Article are summarized as follows:

- (a) Establish requirements for multi-modal access to development sites, including vehicular, truck service, and pedestrian, as appropriate;
- (b) Establish on-site circulation patterns conducive to safe pedestrian as well as vehicular and truck access;
- (c) Establish minimum off-street parking and loading areas in proportion to the need created by each use, but considering reductions for the provision of alternative modes of travel;
- (d) Reduce congestion in the streets and ensure that uses and functions of public rights-of-ways are not interrupted;
- (e) Establish certain maximum as well as minimum requirements for parking spaces to reduce development costs and ensure that excess impervious surfaces are not constructed, while providing for exceeding maximums when a demonstrated need exists. Parking requirements should be based on actual average parking demands, rather than to accommodate the highest hourly parking at a site as in conventional parking requirements.

- (f) Provide for alternative pavement materials, such as porous asphalt, turf block, gravel, wood mulch, and cobbles which have higher degrees of water quality effectiveness than conventional asphalt and pervious concrete;
- (g) Promote flexible approaches to the provision of off-street parking, including in some cases, as appropriate, use of on-street parking, shared parking arrangements, smaller spaces for compact cars, and unimproved or pervious pavement overflow or spillover parking areas; and
- (h) Establish design and improvement specifications for the development of parking lots.

**Sec. 22.3. Applicability.**

This Article shall apply to any new building constructed; for new uses or conversions of existing, conforming buildings; and for enlargements of existing structures. This Article shall not be construed so as to require additional parking spaces to be furnished for an existing building which is repaired, altered, maintained, or modernized, where the size of the building is not increased; provided, however, that when the occupancy of any building is changed to another use, parking shall be provided to meet the requirements of this Article for the new use.

**Sec. 22.4. Parking Plan Required.**

Before any building permit is issued, the parking lot layout and area must be found by the Zoning Administrator to be in compliance with all requirements of this Article. The Building Inspector shall not allow occupancy or use of a building until advised by the Zoning Administrator that parking facilities meet the requirements of this Article.

No permit shall be issued for any parking area, except those for detached, single-family residences, until the plans and specifications have been submitted for review by the Zoning Administrator. Such plans and specifications shall include the number of spaces provided and required, the location of entrances, exits, aisles, curbing where required, landscaping, screening, surface materials, and provisions for drainage.

**Sec. 22.5. Parking Requirements in the CBD Zoning District.**

Notwithstanding other provisions of this Article, parking in the CBD, Central Business District Zoning District shall be subject to the following requirements:

- (a) Nonresidential uses. Off-street parking shall not be required for any nonresidential use.
- (b) Residential uses. No off-street parking shall be required for three or fewer dwelling units on a property. For more than 3 dwelling units, off-street parking shall be provided for the property at the rate of 1.25 spaces per dwelling unit (rounded up to the nearest whole number of spaces).

**Sec. 22.6. Uses of Parking Lots.**

- (a) Restriction to Parking Use. Areas provided to meet the minimum requirements of this Article for handicapped and other parking spaces, along with the aisles and

driveways necessary to provide access to those spaces, shall not be used for any purpose other than the temporary parking of vehicles for the present on-site use or uses, except as specifically provided in this Section or authorized by the Zoning Administrator. Specifically, no such parking area may be used for the sale, repair, dismantling or servicing of any vehicles, equipment, materials or supplies.

- (b) Temporary Uses. Upon application, the Zoning Administrator may approve temporary structures and uses such as tent sales within required parking spaces that are not used on a continuous basis, provided that such uses are moveable from the site upon order by the Zoning Administrator.

**Sec. 22.7. Interpretations.**

- (a) Fractions. Where a fractional space results during the calculation of required parking, the required number of parking spaces shall be rounded downward to the next whole number.
- (b) Parking Space Requirement Not Specified. Where the parking requirement for a particular use is not described in this Article, and where no similar use is listed, the Zoning Administrator shall determine the number of spaces to be provided based on requirements for similar uses, location of the proposed use, the number of employees on the largest shift, total square footage, potential customer use, and other expected demand and traffic generated by the proposed use. At the discretion of a development applicant, a parking generation study prepared by a qualified professional may be submitted to aid the Zoning Administrator in making such a determination; if submitted, it shall be considered by the Zoning Administrator prior to making a determination.
- (c) Computations for Multiple Uses within a Building. In cases where a building contains some combination of office space, retail or wholesale sales area, and/or bulk storage area, the Zoning Administrator may authorize that combinations of the parking requirements established in this Article which are proportional to the use of floor areas (e.g., warehousing, retail, and/or office) be used in determining the minimum required off-street parking space requirements of this Article.
- (d) Reduction for Undesignated Parking Areas. The Zoning Administrator may authorize a reduction of a number of required parking spaces when it can be demonstrated to his satisfaction that the use provides other areas on the site that are not marked as parking spaces but which serve some of the demand for on-site parking. Such areas may include but are not limited to drive-through stacking lanes, drive-through bays, and gas pump canopy areas.

**Sec. 22.8. Off-Street Parking Spaces on Same Site as Use They Serve.**

All parking spaces required by this Article for all uses shall be located on the same lot as the use for which such parking is intended, except as specifically provided otherwise by this Article.

**Sec. 22.9. Off-Site Parking Spaces Permitted.**

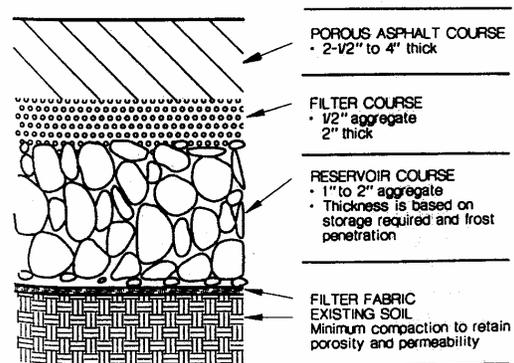
In lieu of parking on the same lot as the use for which such parking is intended, parking spaces required by this Article for all uses may be provided off-site, provided the following requirements are met:

- (a) Proximity. The spaces are within a walking distance of four-hundred (400) feet of the main entrance to the building or use they are intended to serve, provided, however, that no required parking spaces may be located across any State or U.S. highway from the use they are intended to serve. In townhouse subdivision developments, each parking space shall be within one-hundred (100) feet of the entrance to the dwelling unit that it serves, as measured along the most direct pedestrian route.
- (b) Ownership or Lease Required. The property containing the parking spaces not serving a use onsite must be either under the same ownership as the property containing the use to which the parking will serve, or a valid lease agreement must exist between the two property owners for use of the parking area. Lease agreements, as applicable, must be of sufficient duration to serve the use or uses proposed to be partially served by the off-site leased parking, as approved by the Zoning Administrator.
- (c) Maximum Reductions. Off-site parking shall not exceed fifty (50) percent of the required parking for a building or buildings, except in the CBD zoning district, where 100 percent is permitted.
- (d) Pedestrian Access Required. Safe and convenient pedestrian access, such as a sidewalk or path, must exist or be provided at the expense of the property owner from the structure or use to the off-site parking lot.
- (e) Reduction for On-street Parking. The Zoning Administrator may in individual cases administratively authorize a reduction, not to exceed twenty percent (20%) of the minimum required number of parking spaces for projects that are directly served by on-street parking approved by the City Engineer.
- (f) Combinations of Uses. The number of parking spaces required by this Article for any number of separate uses may be combined and provided in one lot (i.e., off the site of one or more uses), provided that the spaces are within a walking distance of four-hundred (400) feet of the main entrance to the building or use they are intended to serve; provided further that the required spaces assigned to each use may not be assigned to another use, except as follows:
  - 1. One-half of the parking spaces required for a church, theater or assembly hall whose peak attendance will be on weekends and nights that services or activities are held may be assigned to a use that will be closed during those time periods.
  - 2. Parking spaces may be shared by more than one use if the Zoning Administrator that the total number of spaces will be adequate at the peak hours of the uses they serve.

**Sec. 22.10. General Requirements for Design of Parking Lots.**

- (a) Location of Spaces in Relation to Rights-of-ways. No parking space shall be provided along an access driveway within the first the first twenty-five (25) feet of the driveway from any local street.
- (b) Drainage. Parking and loading areas shall be properly graded if necessary but in all cases drained so as to prevent damage to abutting properties or public streets. Water quality effectiveness and character of the zoning district shall be considerations in determining curbing requirements.

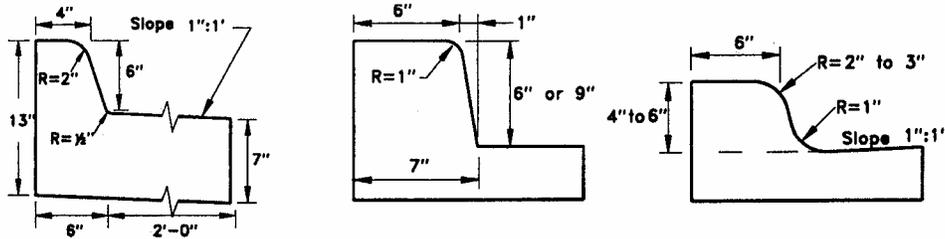
- (c) Surfacing. Unless specifically provided otherwise in this Article, at the time of the establishment of any use, or erection of any building, or at the time any principal building is enlarged or increased in capacity by adding dwelling units, guest rooms, seats or floor area, there shall be provided permanent off-street parking spaces improved in accordance with this Article.



**Typical Porous Paving Section**

Source: Parker, Dave, et al. 2002. "Design of Stormwater Management Facilities." In The Dewberry Companies, *Land Development Handbook* (2<sup>nd</sup> ed.). Figure 22.37, p. 525. New York: McGraw-Hill.

- (d) Variations of Surfacing. Parking shall be improved with an asphalt or concrete surface and curb and gutter; provided, however, that the Zoning Administrator may grant relief from the paving and/or curb and gutter requirements if negative impacts to the environment would occur, or, if the provision of gravel parking or alternative curbing or access control would be more compatible with the character or historic district regulations and/or guidelines. Specifically, within environmentally sensitive areas, alternative surfacing may be considered, including but not limited to, porous asphalt, turf block, gravel, wood mulch, and cobbles, all of which have higher degrees of water quality effectiveness than conventional asphalt and pervious concrete.
- (e) Curbs or stops. Curbing shall be installed as required by the City Engineer when considered necessary for drainage, although water quality effectiveness and character of the zoning district shall be considerations in determining curbing requirements.

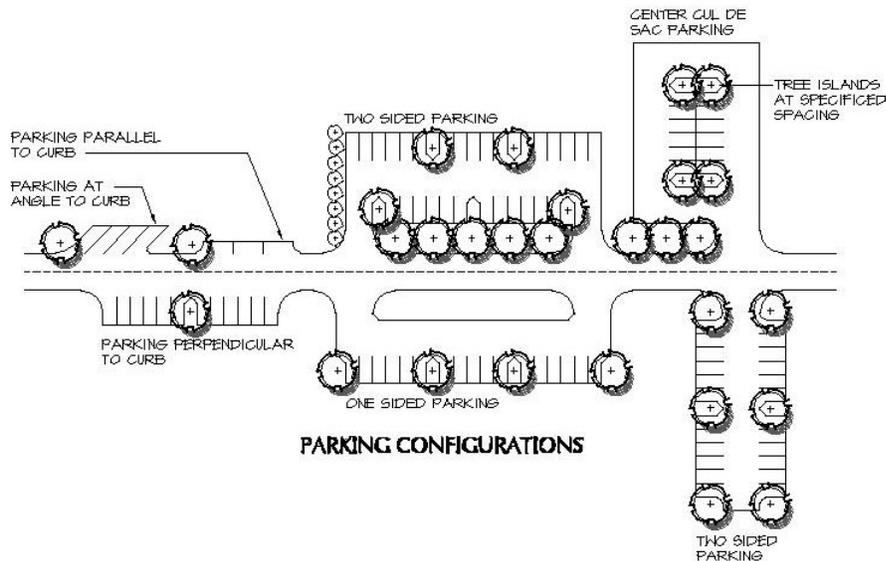


Source: Tanner, J. Thomas. 2002. "Suburban Street Design." In The Dewberry Companies, *Land Development Handbook* (2<sup>nd</sup> ed.). Figure 20.10, p. 370. New York: McGraw-Hill.

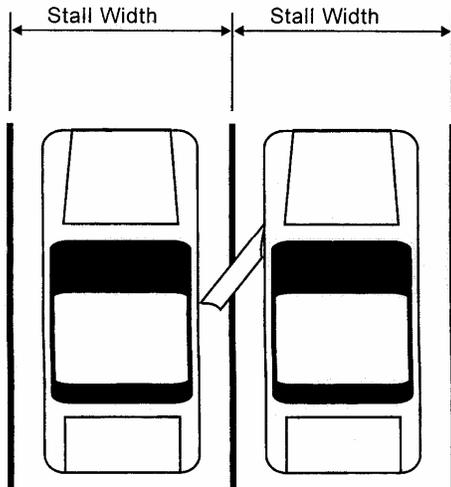
### Vertical Curb Details

- (f) **Striping.** All parking and loading spaces must be striped with paint lines, lined with curbstones, or otherwise permanently marked to designate the space, except in cases where the materials used are not conducive to striping or lining with permanently marked materials.
- (g) **Lighting.** Adequate lighting shall be provided if the facilities are to be used at night or if necessary for security purposes. All lighting facilities shall be so arranged to prevent the direct illumination of adjacent properties or public streets.
- (h) **Signs.** Signs essential to the proper functioning of the parking lot and loading areas shall be installed. Such signs shall not be illuminated and shall not exceed four feet in area, or nine feet in height.

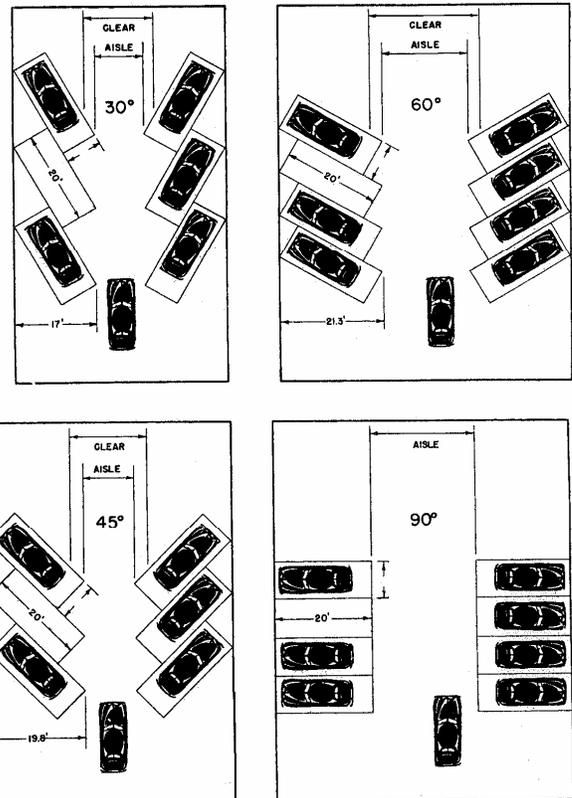
### Sec. 22.11. Parking Space and Aisle Design Specifications.



- (a) Angled Parking. Designers are permitted flexibility with regard to parking lot designs, subject to the requirements of this Article.



Source: Stover, Vergil G., and Frank J. Koepke. 2002. *Transportation and Land Development* (2<sup>nd</sup> Ed.). Washington, DC: Institute of Transportation Engineers. Figure 9-13, p. 9-24.



Source: De Chiara, Joseph, and Lee E. Koppelman. 1984. *Time-Saver Standards for Site Planning*. Figure 6.205, p. 663. New York: McGraw-Hill.

- (b) Parking Space Width. When fewer than 75 parking spaces are proposed or provided, off-street parking spaces shall be a minimum of nine (10) feet in width and twenty (20) feet in length. When 75 or more parking spaces are proposed or provided, off-street parking spaces shall meet the widths specified in Table 22.1.

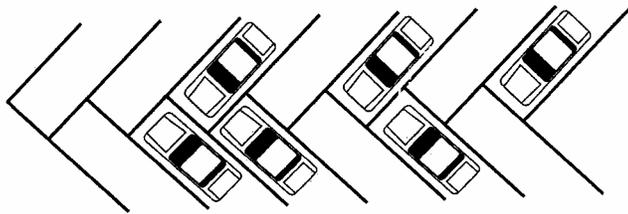
**Table 22.1  
Required Parking Stall Widths**

Type of Parking Area	Width in Feet Standard Midsize	Width in Feet Compact (Where Permitted)
Prime customer	10.0	9.0
Overflow customer	10.0	9.0
Employee	8.0	8.0

- (c) Parking space length. Parking space length shall be twenty (20) feet, except where compact parking is authorized by the Zoning Administrator, in which case parking space lengths can be reduced to sixteen (16) feet.

- (d) Interlocking design.  
An interlocking or “herringbone” parking design is not permitted, as it exposes the side of one vehicle to the front of another, which can result in substantial damage if the vehicle rolls forward (see figure).

**Interlocking Parking Space Design Prohibited**



Source: Stover, Vergil G., and Frank J. Koepke. 2002. *Transportation and Land Development* (2<sup>nd</sup> Ed.). Washington, DC: Institute of Transportation Engineers. Figure 9-6, p. 9-15.

- (e) Aisle widths. Parking driveway maneuvering aisle width requirements vary according to the width and length of parking spaces and the angle of parking. For a single row of ninety (90) degree head-in parking, the minimum depth for a parking space plus the width of the aisle shall be forty-two (42) feet. For two (2) rows of ninety (90) degree head-in parking using the same aisle, the minimum depth for parking spaces plus the width of the aisle shall be sixty-two (64) feet (i.e., curb to curb).

**Sec. 22.12. Minimum Number of Handicapped Parking Spaces.**

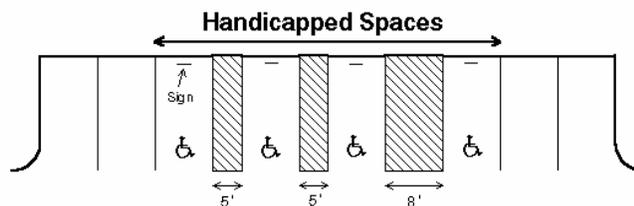
Handicapped spaces shall be provided in each parking lot according to the requirements of Table 22.2. Such spaces shall be counted in meeting the off-street parking requirements of this Article, as specified in Table 22.3 of this Article.

**Table 22.2  
Minimum Number of Handicapped Spaces Required**

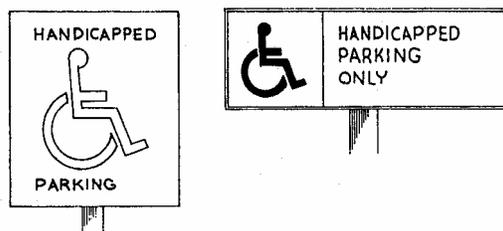
<b>Total Required Parking Spaces</b>	<b>Minimum Number of Accessible Spaces</b>
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1000	2 percent of total
1001 and over	20 plus 1 for each 100 over 1000

**Sec. 22.13. Specifications for Handicapped Parking Spaces.**

Handicapped parking spaces shall have an adjacent aisle five (5) feet wide, and one in every eight (8) handicapped spaces (but not less than one) shall be adjacent to an aisle eight (8) feet wide and the space shall be signed "van accessible." Handicapped parking space aisles shall be clearly demarcated.



All handicapped parking shall comply with the requirements of the Georgia Accessibility Code. Accessible parking spaces shall be designated as reserved by a sign showing the symbol of accessibility, per applicable state law requirements. Such signs shall be located so that they cannot be obscured by a vehicle parked in that space.



Source: De Chiara, Joseph, and Lee E. Koppelman. 1984. *Time-Saver Standards for Site Planning*. Figure 6.222, p. 679. New York: McGraw-Hill.

#### **Sec. 22.14. Off-Street Parking Requirements by Use.**

- (a) **Required.** Unless specifically provided otherwise in this Article, on each lot where a building, structure, or use exists, each site shall be designed to provide and shall provide for off-street parking in the minimum amounts and not to exceed the maximum amounts specified in Table 22.3 (including handicapped parking spaces). Requirements refer to one space per unit of measurement unless otherwise specifically provided. Square footages are measured on the basis of gross square footage unless otherwise specifically provided.
- (b) **Reduction or Alteration Prohibited.** No existing or future off-street parking area shall be reduced in capacity to less than the minimum required number of spaces, or increased to more than the maximum permitted number of spaces, or altered in design or function to less than the minimum standards, unless specifically provided for in this Article.
- (c) **Applicability.** This Section shall not be construed as requiring compliance of parking lots which lawfully existed on the effective date of this Article; provided, however, that the Zoning Administrator shall ensure parking lots that do not comply with this Article meet the requirements of this Article or substantially comply when a new development permit is required or a building permit is required to add additional building space on the site. If substantial redesign of the parking lot is required to comply with this Article in such cases of new development or building additions, the Zoning Administrator may accept substantial rather than complete compliance when the strict application of a requirement of this Article would pose substantial practical difficulty.

**Table 22.3**

**Minimum and Maximum Number of  
 Off-Street Parking Spaces Required**

<b>Use</b>	<b>Minimum Parking Required</b>	<b>Maximum Parking Permitted</b>
<b>COMMERCIAL USES</b>		
Animal hospital; kennel	One per 400 square feet	One per 250 square feet
Appliance sales and repair	One per 500 square feet	One per 300 square feet
Art gallery	One per 400 square feet	One per 300 square feet
Automated teller machine, no drive-through	Two per machine	Three per machine
Auto parts store	One per 500 square feet	One per 300 square feet
Automobile sales	One per 200 square feet of repair space plus one per 400 square feet of showroom/office	One per 150 square feet of repair space plus one per 300 square feet of showroom/office
Automobile service and repair	One per 250 square feet	One per 200 square feet
Bank, credit union, savings and loan	One per 300 square feet (also see stacking requirements for drive-through facilities)	One per 200 square feet (also see stacking requirements for drive-through facilities)
Barber shop or beauty parlor	One per 300 square feet	One per 250 square feet
Bed and breakfast inn	Two for the owner-operator plus one per guest bedroom	Two for the owner-operator plus one per guest bedroom
Carpet or floor covering store	One per 300 square feet of retail sales and office area, plus if applicable, warehouse requirements for designated storage, receiving, and shipping area	One per 250 square feet of retail sales and office area, plus if applicable, warehouse requirements for designated storage, receiving, and shipping area
Car wash, staffed or automated	Two stacking spaces for each car wash lane plus two drying spaces per lane	Three stacking spaces for each car wash lane plus two drying spaces per lane
Contractor's establishment	One per 300 square feet of office space and one per 2,000 square feet of outdoor storage	One per 250 square feet of office space and one per 1,500 square feet of lot outdoor storage
Convenience store	One per 200 square feet	One per 150 square feet
Dance hall	One per 125 square feet	One per 75 square feet
Day care center	One per 500 square feet	One per 375 square feet
Funeral home or mortuary	One per four seats in largest chapel	One per three seats in largest chapel
Furniture and home furnishing store	One per 600 square feet	One per 300 square feet
Grocery store	One per 300 square feet	One per 250 square feet
Hardware store	One per 400 square feet	One per 300 square feet
<b>Use</b>	<b>Minimum Parking Required</b>	<b>Maximum Parking Permitted</b>
Health or fitness club	One per 200 square feet	One per 150 square feet

**Article 22, Parking and Loading  
Forsyth Zoning Ordinance**

Hotel, extended stay	1.5 per unit lodging unit	Two per lodging unit
Hotel or motel	One per lodging unit, plus one per each 150 square feet of banquet, assembly, meeting, or restaurant seating area	1.2 per lodging unit, plus one per each 100 square feet of banquet, assembly, meeting, or restaurant seating area
Laundromat	One for each three washer/dryer combinations	One for each two washer/dryer combinations
Nursery or garden center	One per 300 square feet plus one per 1,500 square feet outdoor sales or display area	One per 250 square feet plus one per 1,000 square feet outdoor sales or display area
Office	One per 300 square feet	One per 250 square feet
Open air sales	One per 250 square feet of indoor floor space plus one per 600 square feet of outdoor sales	One per 200 square feet of indoor floor space plus one per 500 square feet of outdoor sales
Personal service establishment	One per 250 square feet	One per 200 square feet
Photofinishing laboratory	One per 250 square feet	One per 200 square feet
Photographic studio	One per 300 square feet	One per 250 square feet
Restaurant, bar, or tavern	One per 125 square feet	One per 75 square feet
Retail store	One per 275 square feet	One per 250 square feet
Self storage facility (mini-warehouse)	One per 40 storage units	One per 25 storage units
Service station	One per 250 square feet of office space plus two per service bay	One per 200 square feet of office space plus three per service bay
Shopping center	One per 275 square feet	One per 225 square feet
<b>LIGHT INDUSTRIAL USES</b>		
Manufacturing, processing, assembling	One per 1,300 square feet	One per 1,000 square feet
Warehouse	One per 2,000 square feet	One per 1,500 square feet
Wholesale	One per 1,000 square feet	One per 600 square feet
<b>GOVERNMENT – INSTITUTIONAL USES</b>		
Assembly hall; auditorium; nonprofit club or lodge	One per four seats in room with greatest seating capacity or one per 40 square feet in largest assembly area without fixed seating	One per three seats in room with greatest seating capacity or one per 30 square feet in largest assembly area without fixed seating
Church, temple, synagogue and place of worship	One per four seats in room with greatest seating capacity or one per 40 square feet in largest assembly area without fixed seating	One per three seats in room with greatest seating capacity or one per 30 square feet in largest assembly area without fixed seating
Government office	One per 300 square feet	One per 250 square feet
Hospital	1.5 per bed	Two per bed
Library	One per 400 square feet	One per 300 square feet
<b>Use</b>	<b>Minimum Parking Required</b>	<b>Maximum Parking Permitted</b>
Museum	One per 500 square feet	One per 300 square feet

**Article 22, Parking and Loading  
Forsyth Zoning Ordinance**

Nursing home	One per four beds	One per three beds
Post office	One per 200 square feet	One per 150 square feet
<b>RESIDENTIAL USES</b>		
Apartment, one bedroom	1.5 per unit plus 0.1 per unit for guest space	Two per unit plus 0.2 per unit for guest space
Apartment, two bedroom	1.5 per unit plus 0.1 per unit for guest space	Two per unit plus 0.2 per unit for guest space
Apartment, three bedroom	2 per unit plus 0.2 per unit for guest space	Three per unit plus 0.2 per unit for guest space
Home occupation	(see provisions for home occupations)	
Residence within building containing a non-residential use	One per unit	1.5 per unit
Single family detached or attached	Two per unit	Four per unit
Two family dwelling	Two per unit	Three per unit
<b>RECREATIONAL FACILITIES</b>		
Athletic field	20 spaces per field	25 spaces per field
Billiard hall/amusement arcade	One per 200 square feet	One per 150 square feet
Bowling alley	Two per each bowling lane (add parking for billiard hall/amusement arcade, if provided)	Three per each bowling lane (add parking for billiard hall/amusement arcade, if provided)
Community center	One per 300 square feet	One per 250 square feet
Golf course	2.5 per hole	Three per hole
Golf driving range, principal use	0.75 per tee	1 per tee
Ice or roller skating rink	One per 200 square feet	One per 150 square feet
Miniature golf	Two per hole	Three per hole
Stadium or sport arena	One per twelve feet of bench seating	One per ten feet of bench seating
Swimming pool – subdivision amenity	One per 150 square feet of surface water area	One per 100 square feet of surface water area
Swimming pool – public	One per 125 square feet of surface water area	One per 75 square feet of surface water area
Tennis or racquet ball court	Two per court	Three per court
Theater, cinema	One per four fixed seats	One per three fixed seats

**Sec. 22.15. Stacking Space Requirements for Drive-Through Facilities.**

Stacking spaces shall be provided for any use having a drive-through facility or areas having drop-off and pick-up areas in accordance with this Section. Stacking spaces shall begin at the window or communication/mechanical device (e.g., order board) first encountered by the vehicle user.

- (a) Specific Commercial Facilities. Financial institutions with drive-through windows, car washes (automated or staffed facilities), drive-through photo finishing booths, drive-through coffee sales facilities, and any other uses with drive-through facilities except

restaurants shall provide three (3) stacking spaces for each window or drive-through service facility.

- (b) Restaurants. Restaurants with drive-through facilities shall at least provide five (5) stacking spaces for each window or drive-through service facility, free and clear of access easements if any and drives required for on-site circulation.

**Sec. 22.16. Stacking Lane Specifications.**

The following general standards shall apply to all stacking spaces and drive-through facilities:

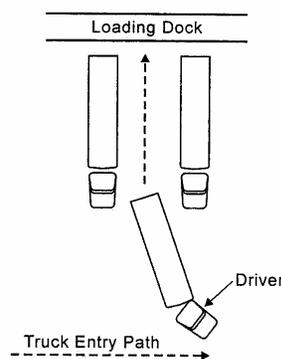
- (a) Stacking spaces and lanes for drive-through stations shall not impede on and off site traffic movements, shall not cross or pass through off-street parking areas, and shall not create a potentially unsafe condition where crossed by pedestrian access to a public entrance of a building.
- (b) Drive-through lanes shall be separated by striping or curbing from off-street parking areas. Individual lanes shall be striped, marked, or otherwise distinctly delineated.
- (c) All drive-through facilities shall be provided with a bypass lane with a minimum width of ten (10) feet.

**Sec. 22.17. Administrative Variances.**

The Zoning Administrator may allow parking at a rate of up to ten percent (10%) above the maximum or twenty percent (20%) below the minimum required as specified in Table 22.3, on a case-by-case basis based upon the scale and impacts of the request, for good cause shown. The applicant shall make said request in writing which shall include documentation from an acceptable industry publication (e.g., Institute of Transportation Engineers, Urban Land Institute, American Planning Association, etc.) or by a study prepared by a qualified professional that documents parking requirements. In approving administrative variances that reduce the minimum parking requirements established in this Article, the Zoning Administrator may as a condition of approval, if applicable, require an area to be reserved or set-aside for additional parking area for future use if needed.

**Sec. 22.18. Off-Street Loading Required.**

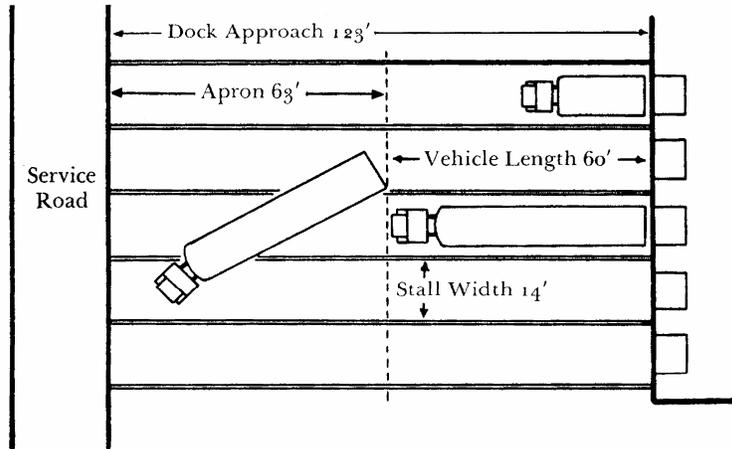
On the same lot with every building, structure or part thereof, erected or occupied for manufacturing, storage, warehouse, truck freight terminal, department store, wholesale store, grocery supermarket, hotel, hospital, mortuary, dry cleaning plant, retail business, or other uses similarly involving the receipt or distribution of vehicles, materials or merchandise, there shall be provided and maintained adequate space for the standing, loading, and unloading of such materials to avoid undue interference with public use of streets, alleys, and private or public parking areas.



Source: Stover, Vergil G., and Frank J. Koepke. 2002. *Transportation and Land Development* (2<sup>nd</sup> Ed.). Washington, DC: Institute of Transportation Engineers. Figure 10-5, p. 10-9.

**Sec. 22.19. Loading Area Specifications.**

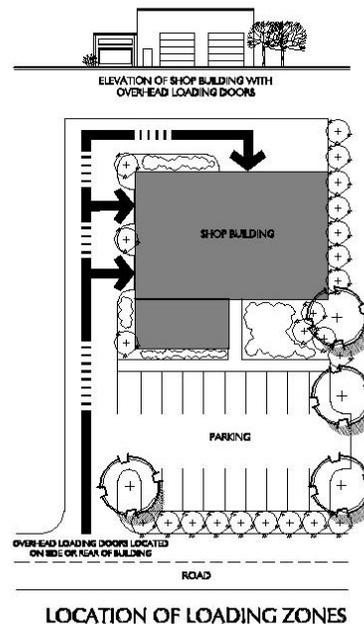
Unless otherwise approved by the Zoning Administrator, loading spaces shall be a minimum of fourteen (14) feet wide, forty (40) feet long, with fourteen (14) feet of height clearance. When the development requires loading and unloading by full-size tractor-trailers, loading spaces shall be sixty (60) feet long with a sixty-three (63) foot apron, for a total approach zone of 123 feet.



Source: De Chiara, Joseph, and Lee E. Koppelman. 1984. *Time-Saver Standards for Site Planning*. Figure 6.188, p. 652. New York: McGraw-Hill.

**Sec. 22.20. Loading Area Locations.**

Loading areas shall be located to the rear of the building unless site design precludes a rear location, in which case loading shall be to the side of a building. Loading areas shall not be permitted within front yards.



**Sec. 22.21. Minimum Number of Off-Street Loading Spaces Required.**

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Off-street loading space shall be provided according to the following table:

Land Use	Size (Gross Floor Area in Square Feet)	Loading Docks	Parking Spaces	Total Spaces
Office	0 – 30,000	0	1	1
	30,001 – 100,000	1	1	2
	Each additional 100,000	1	1	+2
Commercial – Highway Business	0 – 10,000	0	1	1
	10,001 – 30,000	2	1	3
	30,001 – 80,000	3	2	5
	Each additional 80,000	1	2	+3
Commercial – Central Business District	0 – 10,000	0	1	1
	10,001 – 30,000	1	1	2
	30,001 – 80,000	2	1	3
	Each additional 80,000	1	0	+1
Industrial	0 – 5,000	0	1	1
	5,001 – 30,000	1	1	2
	30,001 – 50,000	2	1	3
	50,001 – 100,000	3	1	4
	Each additional 100,000	1	0	+1

Source: National Parking Association, 1992. Recommended Zoning Ordinance Provisions for Parking and Off-Street Loading Space. In Transportation and Land Development, 2<sup>nd</sup> Ed. 2002 (Washington, DC, Institute of Transportation Engineers, 2002, p. 10-8, Table 10-3).