

Article 7. Parking and Loading

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Section 7.01 Purpose

The regulations of this article are intended to ensure that off-street parking, loading, and access demands of various land uses will be met without adversely affecting surrounding areas. In recognition of the fact that different approaches will be appropriate in different areas of the city, the regulations allow flexibility in addressing vehicle parking, loading, and access demand. The regulations are intended to accommodate pedestrians and bicyclists, as well as motor vehicles.

Section 7.02 Applicability

7.02.01 New Development

The parking, loading, and access standards of this article apply to all new buildings constructed and all new uses established in all zones.

7.02.02 Expansions and Substantial Modifications

The parking, loading, and access standards of this article apply when an existing structure or use is expanded or enlarged, whether through the addition of dwelling units, floor area, seating capacity, employees, or other units of measurement used for establishing off-street parking and loading requirements. Additional off-street parking and loading spaces to meet minimum ratios are required only to serve the enlarged or expanded area, not the entire building or use.

7.02.03 Change of Use

Additional off-street parking spaces must be provided whenever a change in use in any structure creates a need for an increase of more than 10 percent in the off-street parking requirements. The additional spaces required for the new use must be determined by the standards in this article. In case a change in use or unit of measurement creates a need for

an increase of less than 3 off-street parking spaces, no additional off-street parking facilities will be required.

7.02.04 Applicability in the Event of Damage or Destruction of Existing Use

When a conforming or nonconforming building or use that does not comply with applicable off-street parking and/or loading regulations is damaged or destroyed, the building may be reconstructed with the same number of parking and loading spaces that existed at the time of damage or destruction.

7.02.05 No Reduction Below Minimums

The number of parking and loading spaces existing on a site may not be reduced below the minimum requirements of this article.

7.02.06 Effect on Nonconforming Status

A building or use that was legally established is not deemed nonconforming solely as a result of providing fewer than the minimum number or more than the maximum number of off-street parking or loading spaces specified in this article.

Section 7.03 Off-Street Parking Exemptions

7.03.01 CBD, Central Business District, PI, Public & Institutional, & CG-P

Due to the unique characteristics of the central business district, including higher land values, service by public transportation, and the presence of municipal parking lots, allowed nonresidential uses in the CG-P (p suffix, pedestrian), PI Zones, and CBD zones are exempt from providing off-street parking.

7.03.02 Historic Districts

No off-street parking or loading spaces are required for rehabilitation or reuse of existing structures within locally designated historic districts.

7.03.03 Chapter 99 Development Plan Areas

The minimum off-street parking ratios established in 0 do not apply to redevelopment projects occurring within boundaries of development plan areas, where the city has acquired the property and has contractual agreements for redevelopment with a preferred developer. In these cases, the number of parking spaces required will be governed by the approved redevelopment plan.

7.03.04 “P” Suffix (Pedestrian-Oriented) Commercial Zones

A. Existing Buildings

When the intensity of use in any existing building in a commercial zone with a “P” suffix (pedestrian-oriented character) is increased, additional off-street parking is not required if:

1. vacant land area is not available on the subject site or on an abutting site under common ownership to accommodate additional parking and circulation areas;
2. existing vacant land on the subject site or on an abutting site under common ownership is not accessible from any adjoining streets, roads, or alleys; or
3. parking is allowed on the street upon which the building fronts.

B. New Construction

For new construction, in any commercial zone with a “P” suffix (e.g., CN-2P) the first 2,400 square feet of floor area devoted to nonresidential uses is exempt from off-street parking requirements. This means that nonresidential uses with a floor area 2,400 square feet or less are exempt from providing any off-street parking spaces and that nonresidential uses with a floor areas of more than 2,400 square feet are required to provide parking spaces only for the amount of floor area in excess of 2,400 feet. This provision applies only to uses that have a required off-street parking ratio that is based on floor area.

7.03.05 “M” Suffix (Mixed-Character) Commercial Zones

When the intensity of use in any existing building in a commercial zone with an “M” suffix (mixed [auto-oriented/pedestrian-oriented] character) is increased, additional off-street parking spaces is not required if:

- A. vacant property under common ownership and adjoining the building does not exist;
- B. existing vacant property under common ownership and adjoining the building is not accessible from any adjoining streets, roads, or alleys; or
- C. on-street parking, with or without parking meters, is available on the street on which the building fronts, or if the street is not open to

vehicular traffic, on the nearest street that is open, within the same zone.

Section 7.04 Off-Street Parking Schedule

Except as otherwise expressly stated in this article, off-street parking spaces must be provided in accordance with the minimum ratios specified in the following schedule.

Use Type	Minimum Number of Vehicle Parking Spaces Required
RESIDENTIAL	
Household Living	2 per dwelling unit in RR and RS zones; 1 per dwelling unit in all other zones 0.5 per dwelling unit for elderly housing
Group Living	1 per 2 employees or 1 per 4 residents/beds, whichever is greater
PUBLIC AND CIVIC	
Colleges and Universities	See Sec. Section 7.05
Cultural Exhibits and Libraries	1 per 300 square feet
Day Care	
Babysitting Service (1-3)	None, other than required for residential use
Family Day Care Home (4-6)	1 space plus spaces required for residential use
Day Care, Type 2 (7-12)	1 per 6 person-capacity or 1 per 400 square feet, whichever is greater
Day Care, Type 1 (13+)	1 per 6 person-capacity or 1 per 400 square feet, whichever is greater
Hospital	See Sec. 7.05
Lodge or Private Club	1 per 4 seats in the main assembly area
Parks and Open Space	See Sec. 0
Public Safety Services	1 per 2 employees
Religious Assembly	1 per 4 seats
Schools	Elementary/middle: 2 per class room plus 1 per 4 seats in auditorium High: 1 per 5 students
Utilities	1 per 2 employees
COMMERCIAL	
Animal Services	1 per 400 square feet, not including space used for animal pens and other non-public areas
Building Maintenance Services	1 per 500 square feet
Business Equipment Sales and Service	1 per 500 square feet
Business Support Service	1 per 500 square feet
Communication Service Establishments	1 per 500 square feet
Construction Sales and Service	1 per 400 square feet of indoor area
Consumer Repair	1 per 500 square feet
Eating/Drinking Establishments	1 per 400 square feet in "P" and "M" suffix zones 1 per 200 square feet in "A" suffix zones
Entertainment, Indoor	
Theater/Cinema	1 per 4 seats
Bowling center	4 per lane
Health clubs	1 per 200 square feet

Use Type	Minimum Number of Vehicle Parking Spaces Required
All other	1 per 4 seats or 1 per 4-person seating capacity, whichever is greater
Entertainment, Outdoor	See Sec. 0
Financial Services	1 per 500 square feet
Food and Beverage Sales, Retail	1 per 500 square feet
Funeral Services	1 per 4 seats
Gasoline Stations	1 per gas pump island, plus 2 per service bay
Lodging	
Bed and breakfast	1 per 4 rooms
Hotel/motel	1 per room
Medical Service	1 per 250 square feet
Office	1 per 500 square feet
Personal Improvement Service	1 per 400 square feet
Retail Sales and Service	1 per 400 square feet
Vehicle Sales and Service	
Accessory sales	1 per 400 square feet
Boat/RV sales	1 per 10 display boats/vehicles
Body shop	1 per 200 square feet
Car wash	1 per bay
Motor vehicle sales	1 per 10 display vehicles
Repairs (no body shops/painting)	1 per 200 square feet
INDUSTRIAL	
Junk/Salvage Yard	1 per employee
Manufacturing, Production, and Industrial Service	1 per 3 employees
Mining/Excavation	1 per 3 employees
Recycling Facilities	1 per employee
Warehouse and Freight Movement	1 per employee, plus one parking space for each company vehicle operating from the premises.
Waste-related Service	1 per employee
OTHER	
Marine-related Use	See Sec. Section 7.05

Section 7.05 Special Parking Studies

Certain uses have widely varying parking demand characteristics, making it impossible to specify a single off-street parking standard.

7.05.01 Upon receiving a development application for a use subject to the special parking study standards of this section, the Zoning Administrator must apply the off-street parking standard specified for the listed use that is deemed most similar to the proposed use or establish minimum off-street parking requirements on the basis of a parking study prepared by the applicant.

7.05.02 The special parking study must include estimates of parking demand based on recommendations of the Institute of Traffic Engineers (ITE), or other acceptable estimates as approved by the Zoning Administrator and include other reliable data collected from uses or combinations of uses that are the same as or

comparable with the proposed use. Comparability will be determined by density, scale, bulk, area, type of activity, and location. The study must document the source of data used to develop the recommendations.

Section 7.06 Calculation Rules

The following rules apply when calculating off-street parking requirements.

7.06.01 Multiple Uses

Unless otherwise approved, lots containing more than one use must provide parking in an amount equal to the total of the requirements for all uses. (See the shared and cooperative parking provisions of 0 and 0 for possible exceptions)

7.06.02 Fractions

When measurements of the number of required spaces result in a fractional number, any fractional result of 0.5 or more must be rounded up to the next consecutive whole number. Any fractional result of less than 0.5 may be rounded down to the previous consecutive whole number. For example, if a minimum ratio of 2 spaces per 1,000 square feet is applied to a use with 1,900 square feet of floor area, the result (3.8) must be rounded up to 4 spaces.

7.06.03 Area Measurements

- A. Unless otherwise expressly stated, all area-based (square feet) parking standards must be computed on the basis of gross floor area, which is to be measured as the sum of the gross horizontal area devoted to such use, including accessory storage areas located within sales or working spaces, such as counters, racks, or closets and any basement floor area devoted to retailing activities, to the production or processing of goods, or to business or professional offices. Except as noted in the preceding sentence, “floor area” for purposes of calculating off-street parking requirements does not include: floor area devoted primarily to storage purposes; floor area devoted to off-street parking or loading facilities, including aisles, ramps, and maneuvering space.
- B. For outdoor areas, calculations will be based on the portion of the lot actually being used for the specified purpose.

7.06.04 Occupancy- or Capacity-Based Standards

For the purpose of calculating parking requirements based on employees, students, or occupants, calculations are to be based on the greatest number of persons working on any single shift, the maximum enrollment or the

maximum occupancy load as determined by the building code, whichever is applicable and whichever results in the greater number of spaces.

7.06.05 Bench Seating

When seating consists of benches, pews, or other similar seating facilities, each 30 linear inches of seating space counts as 1 seat.

7.06.06 Unlisted Uses

Upon receiving a permit or development application for a use not specifically addressed, the Zoning Administrator must apply the off-street parking standard specified for the use that the Zoning Administrator deems most similar to the proposed use or require that the applicant follow the requirements of Sec. Section 7.05.

Section 7.07 Location of Off-Street Parking Facilities

7.07.01 Residential Zones

The following standards apply in all RR, RS, and RU zones.

- A. Required off-street parking spaces must be located on the same lot as the use served, except that off-site parking may be approved as a conditional use.
- B. Unenclosed off-street parking spaces are permitted in required front, side, or rear setbacks.

7.07.02 Nonresidential Zones

- A. In all zones other than RR, RS, and RU zones, required off-street parking spaces for permitted uses must be located on the same zoning lot as the building or use served, except that off-site parking may be approved by the Zoning Administrator. In such cases, off-site parking facilities must be located within 600 feet walking distance of the main entrance to the use served. Off-site parking spaces accessory to a use in nonresidential zones may be located in any other nonresidential zone but may not be located in any RR, RS, or RU zone.
- B. Off-street parking for conditional uses may be located on another lot than the building or use being served is located, when approved as part of the conditional use application, provided that the parking is located 600 feet walking distance of the main entrance to the use served.

- C. Permitted uses in the CRG and CRL zones may utilize off-street parking as is available within 1,000 feet of the use served. Public parking in this area may be used to fulfill parking requirements. If parking is not exclusively available for the use, the owner or operator must provide a study documenting that adequate parking is available for the use, recognizing the specific peak hour and turnover characteristics of the use in question and other users of the parking facilities.

7.07.03 Driveways

Entrances, exits, or driveways may not be computed as any part of a required parking lot or area, except in the case of residential zones, where access driveways may be used to satisfy off-street parking requirements.

Section 7.08 Shared Parking

7.08.01 Description

Shared parking represents an arrangement whereby 2 or more nonresidential uses with different peak parking demands (hours of operation) use the same off-street parking spaces to meet their off-street parking requirements.

7.08.02 Authorization and Criteria

- A. The Zoning Administrator is authorized to approve shared parking arrangements for nonresidential uses with different hours of operation.
- B. The Zoning Administrator may permit up to 100% of the parking required for a daytime use to be supplied by the off-street parking spaces provided for a nighttime or weekend use and vice-versa.
- C. To approve shared parking, the Zoning Administrator must find, based on competent evidence provided by the applicant, that no substantial conflict in the principal operating hours of the uses for which the sharing of parking is proposed exists.

7.08.03 Uses with Different Hours of Operation

- A. For the purposes of this section, the following uses are considered daytime uses:
 - 1. Office uses;
 - 2. Retail uses,
 - 3. Industrial uses; and

4. Other similar uses with operating hours generally limited to daytime hours, when authorized by the Zoning Administrator.
- B. For the purposes of this section, the following uses are considered nighttime or weekend uses:
1. Auditoriums accessory to schools;
 2. Religious assembly facilities;
 3. Entertainment uses;
 4. Eating and drinking establishments; and
 5. Other similar primarily nighttime or weekend uses, when authorized by the Zoning Administrator.

7.08.04 Location of Shared Parking Facility

A use for which an application is being made for shared parking must be located within 600 feet walking distance of the shared parking, measured from the entrance of the use to the nearest parking space within the shared parking lot.

7.08.05 Agreement

An agreement providing for the shared use of parking, executed by the parties involved, must be filed with the Zoning Administrator, in a form approved by the Zoning Administrator. Shared parking privileges will continue in effect only as long as the agreement, binding on all parties, remains in force. If the agreement is no longer in force, then parking must be provided as otherwise required by this article.

Section 7.09 Cooperative Parking

7.09.01 Description

Cooperative parking represents an arrangement whereby 2 or more commercial uses provide their required off-street parking in the same parking lot, thereby reducing the number of individual parking lots and the number of curb cuts required to serve such lots. Reduced off-street parking requirements are available as an incentive for providing cooperative parking.

7.09.02 Authorization

The following reductions in the number of off-street parking spaces required are allowed when multiple commercial uses provide their off-street parking in the same parking lot, as follows:

- A. a 20% reduction is allowed when 4 or more commercial uses are involved;

- B. a 15% reduction is allowed when 3 commercial uses are involved;
and
- C. a 10% reduction is allowed when 2 commercial uses are involved.

7.09.03 Location of Cooperative Parking Facility

A use for which an application is being made for cooperative parking must be located within 600 feet walking distance of the cooperative parking facility, measured from the entrance of the use to the nearest parking space within the cooperative parking lot.

7.09.04 Agreement

An agreement providing for cooperative use of parking must be filed with the Zoning Administrator, in a form approved by the Zoning Administrator. Cooperative parking privileges will continue in effect only as long as the agreement remains in force. If the agreement is no longer in force, then parking must be provided as otherwise required by this chapter.

Section 7.10 Use of Required Parking Spaces

7.10.01 Required off-street parking spaces must be used for parking only. Any other use of such space, including storage, repair work, or servicing of any kind other than in an emergency, or the requirement of any payment for the use of such space, will be deemed to constitute a separate commercial use in violation of the provisions of this article.

7.10.02 No building of any kind may be erected in any off-street parking lot except a parking garage containing parking spaces equal to the requirements set forth in this section or a shelter house booth for a parking attendant providing the number of spaces required are not reduced.

Section 7.11 Off-Street Parking Area Design

7.11.01 Parking Plan Approval Required

Plans for all parking lot facilities, including parking garages, must be submitted to the Zoning Administrator for review and for compliance with the provisions of this article and such other pertinent ordinances of the city. Such plans must show the number of spaces and arrangements of parking aisles, location of access points onto adjacent streets, provisions for vehicular and pedestrian circulation, location of sidewalks and curbs on or adjacent to the property, utilities, location of shelters for parking attendant, locations of signs, typical cross sections of pavement, including base and subbase, proposed grade of parking lot, storm drainage facilities,

location and type of lighting facilities, and such other information or plans as the circumstances may warrant.

7.11.02 Size of Off-Street Parking Areas

For the purposes of this article, one parking space for one surface parking facility must be a minimum of 9 feet wide and 18 feet long. One parking space for structured parking facilities (parking garages) must be a minimum of 8.5 feet wide and 16 feet long. Parking space dimensions are exclusive of access drives or aisles. All parking spaces must have a vertical clearance of at least seven feet.

7.11.03 Width of Access Drives

- A. All off-street parking areas must be laid out with the following minimum aisle or access drive widths:
 - 1. 90 degree (perpendicular) parking, 22 feet (either one- or two-way circulation only);
 - 2. 60 degree (angle) parking, 15 feet (one-way circulation only);
 - 3. 45 degree (angle parking), 12 feet (one-way circulation only);
 - 4. 30 degrees (angle parking), 11 feet (one-way circulation only);
 - 5. 0 degree (parallel parking), 12 feet (one-way circulation).
- B. When any combination of these types of parking is used (facing the same aisle), the most restricted aisle or access drive width requirements will prevail. In addition, a 2-foot overhang is permitted on the external sides of a parking area.
- C. If the width of the parking space is increased (over 8.5 feet), the drive aisle width may be decreased proportionally (2 foot width in drive aisle per one- foot increase in space width, except that a drive aisle for two-way traffic may not be decreased below 20 feet in width and a drive aisle for one-way traffic may not be decreased below 11 feet in width).

7.11.04 Access to Off-Street Parking Spaces

- A. Each required parking space must be connected with a dedicated, improved public right-of-way by means of aisles or access drives. The parking area must be so designed to ensure that all maneuvering into and out of each parking space must take place entirely within property lines of lots, garages, or storage areas.

- B. All parking areas for multi-unit residential, commercial, industrial or mixed-use (residential and nonresidential) uses must have a protective wall or bumper blocks around the perimeter of the parking area and must be so designed that all vehicles leaving the facility will be traveling forward to approaching traffic.
- C. All such parking areas must be effectively screened on each side adjoining or fronting on any property situated in an RR, RS, or RU zone in accordance with Section 8.01. Ground cover shrubs and trees must be located and maintained so as to not interfere with vehicular and pedestrian traffic on the property or with sight distance clearance at entrances and exits.

7.11.05 Landscaping

Vehicular use area landscaping must be provided in accordance with Section 8.02.

7.11.06 Lighting

Any lighting used to illuminate off-street parking areas may not glare on any right-of-way or adjacent property.

7.11.07 Paving of Off-Street Parking Areas

- A. All off-street parking areas must be paved with asphalt concrete or Portland cement concrete.
- B. Alternative hard surface paving systems, including decorative pavers, may be approved, provided that the system and materials used will have the same or greater load-bearing strength as asphalt concrete or cement concrete.
- C. The Zoning Administrator may allow parking lots to be paved with gravel (only) for a period of up to six months to allow settling when such lot is constructed on a former building site, or when weather conditions prevent immediate paving with a hard surface. Under no circumstances may a parking lot be used for more than six months without being paved in accordance with the above requirements.
- D. An access drive serving a single-family residential dwelling may be paved with gravel, provided that the following criteria are met:
 - 1. The property is located in a residential zone;
 - 2. The subject property is not a flag lot;

3. The front setback depth is more than 100 feet; and
4. Any subsequent subdivision of property creating front yards of less than 100 feet in depth will require such drives to be paved with asphalt concrete or Portland cement concrete.

Section 7.12 Driveways and Vehicle Access

To promote greater safety of passage between highway and land, improve the convenience and ease of movement of travelers on the highway, permit reasonable speeds and economy of travel, and increase and protect the capacity of the highway, the location and design of driveways and vehicle access points on to streets and roadways must comply with the following access control requirements. These requirements apply along all arterial and collector streets, as identified in the adopted comprehensive plan.

7.12.01 Provision of Reserved Turning Lanes

At those access points where vehicles turning to and from the arterial and collector streets will affect the roadway capacity, turn lanes must be constructed by the developer.

7.12.02 Coordination of Access Points

Major access points on opposite sides of arterial and collector streets must be located opposite each other, otherwise turning movement restrictions may be imposed by the Planning Commission or Zoning Administrator, whichever is applicable. In addition, to maximize the efficient utilization of access points, access drives must be designed, located, and constructed in a manner to provide and make possible the coordination of access with, and between, adjacent properties developed (present or future) for similar uses. As a condition of approval for construction, use, or reuse of any access road, the Zoning Administrator may require that unobstructed and unencumbered access, in accordance with the provisions of this ordinance, be provided from any such access point to adjacent properties.

7.12.03 Spacing Restrictions for Signalized Access Points

- A. Access points that will warrant signalization must be spaced a minimum distance of 0.25 miles apart. The exact location of the signal light must be determined by a traffic engineering study, which must at least account for the following variables:
 1. Speed;
 2. Traffic signal phasing;
 3. Traffic signal cycle length;
 4. Roadway geometrics; and
 5. Accident experience

- B. Turning movements must maintain the design capacity of the roadway.

7.12.04 Sight Distance

The centerline of all access points must intersect as nearly at a 90-degree angle as possible, but in no case may the angle of intersection be less than 75 degrees or greater than one 105 degrees, unless approved by the Planning Commission or Zoning Administrator, whichever is applicable, due to certain exceptional conditions.

7.12.05 Location of Unsignalized Access Points

A. Arterial Streets

1. Unsignalized access points must be spaced a minimum distance of 600 feet apart. Turning restrictions and/or reserved lanes may be required.
2. One access point per existing tract will be permitted. However, if the 600-foot spacing requirement for a direct access point onto an arterial street (as provided in A.1, above) cannot be met, then an access point may be located on a frontage road, or on an intersecting local street, or share a common driveway that meets the spacing requirements. For the intersecting local street or frontage road to function properly, access onto them will be controlled as follows:
 - (a) Access points onto local streets intersecting an arterial street must be spaced a minimum distance of 100 feet, measured from point of curb return to point of curb return, from the arterial street.
 - (b) In areas zoned to permit commercial, industrial, or multifamily residential uses, access points from adjacent properties onto frontage roads must be no less than 100 feet, measured from point of curb return to point of curb return, from intersections of the frontage road with local or collector streets.
3. Where the frontage of a tract is greater than 500 feet, an additional access point may be permitted. However, the type of access will depend on the driveway spacing requirement. If the frontage of the tract is large enough, then at least one of the access points may have direct access onto the arterial street, provided the spacing between the

adjacent access points meet the requirements of paragraph A.1 above and all other requirements of this ordinance. In the case where the frontage allows only one point of direct access, due to spacing restrictions as provided herein, the second access point will be via a frontage road, or an intersecting local street, or share a common driveway that meets the spacing restrictions, as provided along the arterial street.

4. If a tract of land has no means of access that would meet the requirements of this ordinance, one access point must be provided. However, all such access points must be considered a temporary right-of-way and may be terminated, reduced, limited to certain turning movements, or caused to be relocated by the Zoning Administrator at such time as the particular use served by the access point changes and/or the property is otherwise provided an alternate means of access via a frontage road, or an intersecting local street, or sharing of a common driveway. Provisions for the construction of a frontage road, restricted turning movements, or other improvements may be required as a condition to approval to minimize the number of access points and congestion to the adjacent street. In all cases where access points are classified as temporary, such designation must be noted on the site plan or site plan submitted for a zoning permit and also upon the deed of the property in question.

B. Collector Streets

1. On two-lane roadways, one access point per existing tract will be allowed. However, if the frontage is greater than 500 feet, an additional access point may be permitted. Furthermore, the minimum spacing between adjacent access points on this type of facility must be 100 feet, measured from point of curb return to point of curb return, except in the case where the street intersects another collector street or arterial street, then access points must be spaced a minimum of 300 feet from the intersection.
2. On multi-lane roadways, the spacing is dependent on whether or not a barrier median exists (prohibiting left-turn movements). If a barrier median exists, access points may be spaced as close as 300 feet. However, certain turning movements will be prohibited. If a barrier median does not exist, then the minimum spacing of access points must be

600 feet. In addition, some turning movements may be prohibited.

3. One access point per existing tract will be allowed. However, if the spacing requirements for a direct access point cannot be met, then an access point may be located on a frontage road, or on an intersecting street, or share a common driveway that meets the spacing requirements.
4. If a tract of land has no means of access that would meet the requirements of this ordinance, one access point must be allowed. However, all such access points must be considered a temporary right-of-way and may be terminated, reduced, limited to certain turning movements, or caused to be relocated by the Zoning Administrator at such time as the particular use served by the access point changes and/or the property is otherwise provided an alternate means of access via a frontage road, or an intersecting local street, or sharing of a common driveway. Provisions for the construction of a frontage road, restricted turning movements, or other improvements may be required, as a condition to approval, to minimize the number of access points and congestion to the adjacent street. In all cases where access points are classified as temporary, such designation must be noted on the site plan or site plan submitted for a zoning permit and also upon the deed of the property in question.

7.12.06 Width of Access Points

- A. In single-family residential zones, no access point may be more than 20 feet in width. In all other zones, access points may not be less than 12 feet nor more than 28 feet in width. The width must be as measured from the point of curb return to point of curb return, or edge of pavement if no curb exists, excluding the curb radius.
- B. The Zoning Administrator may modify (enlarge or reduce) the width to provide for a more efficient and safe channelization and/or flow of traffic.

7.12.07 Exceptions to Access Point Requirements

Where situations develop that may require special treatment, the requirements of this section may be varied, provided that a traffic engineering report is prepared by a qualified traffic engineer, establishing that the special treatment will have no adverse effects on the roadway safety and capacity.

7.12.08 Access Point Problem Areas

If, after special study, it is determined that the type of use or activity proposed would have an adverse effect on the safety and capacity of the adjacent roadway, the access point spacing requirements, as contained in this section, may have to be increased to adequately address traffic safety and circulation issues.

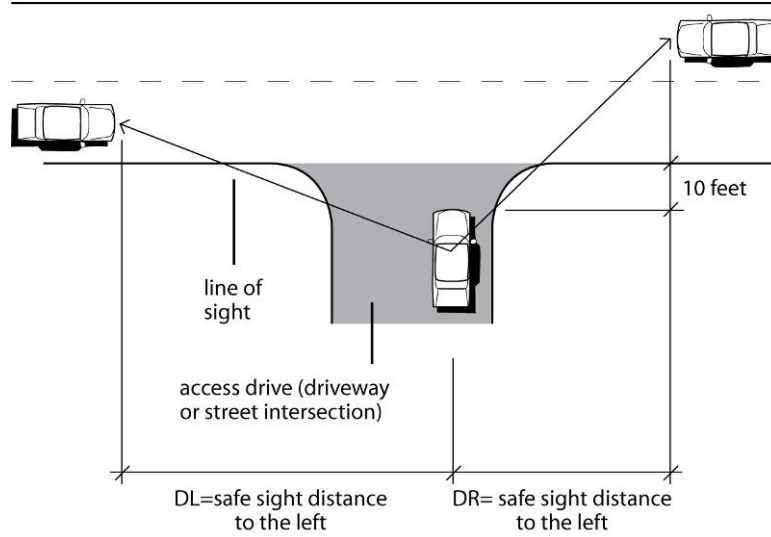
7.12.09 Approval of Access Points Required

Plans for all access points and modifications thereto (including plans to use existing access points where a change of use for any tract of land would generate more traffic than the previous use, thus producing an adverse effect on the adjacent roadway) must be submitted to the Zoning Administrator and the Planning Commission staff, at a scale not less than 1 inch = 100 feet. No action of approving or rejecting these plans by the Zoning Administrator must be taken until a review and recommendation of the plans has been made by the Planning Commission staff. Such plans must show the location of all access points and access points within 600 feet in either direction. The proposed access point must include typical cross-sections of pavement, the base and subbase, proposed grade, storm drainage, and such other information or plans as the circumstances may warrant. If such access points are being located in conjunction with off-street parking and/or loading and unloading facilities, then the plans must also include parking and off-street loading and/or unloading plans in accordance with this ordinance.

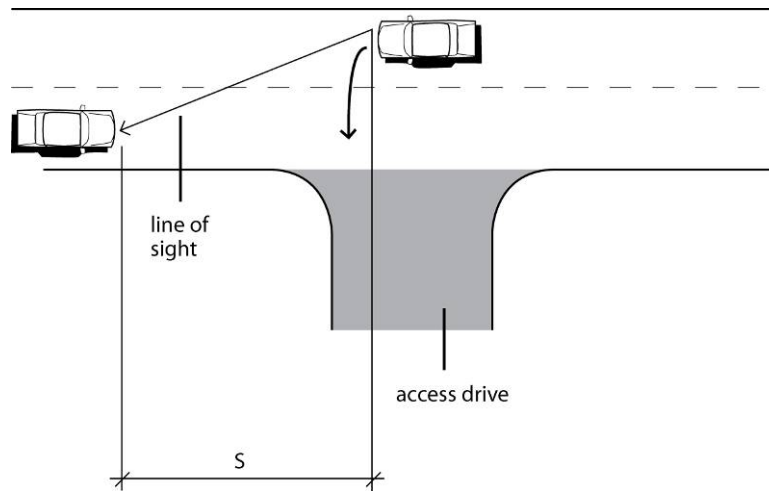
7.12.10 Approval of Access Points Along State Maintained Routes by Kentucky Department of Transportation

A copy of the plans for all access points to be constructed along a state-maintained route must also be submitted to the Kentucky Transportation Cabinet for review and approval during the same time as plans are submitted to the Zoning Administrator. No access point plans will be approved, or permits issued for construction by the Zoning Administrator, until the access point plans have been approved by the Kentucky Transportation Cabinet.

Sight Distance for Vehicles Exiting from Access Points



Left Turn Sight Distance for Vehicles Entering Access Points



Section 7.13 Off-Street Loading

7.13.01 Loading Schedule

Off-Street loading spaces must be provided in accordance with the minimum ratios of the following table:

Use	Building Floor Area (gross sq. ft.)	Required Loading Spaces	Space Size (feet)
Public and Civic	1-9,999	None	N/A
	10,000+	1 + 1 per 50,000 sq. ft. above 50,000 sq. ft.	10 x 25
Commercial (except Retail Sales, General)	1-9,999	None	N/A
	10,000+	1 + 1 per 50,000 sq. ft. above 50,000 sq. ft.	10 x 25
Retail Sales, General	1-4,999	None	N/A
	5,000+	[1]	[1]
Industrial	1-4,999	None	N/A
	5,000+	1 up to 40,000 sq. ft. + 1 additional up to 100,000 sq. ft. + 1 per 100,000 sq. ft. above 100,000	10 x 25; 10 x 50 for building over 20,000 square feet

[1] The following standards apply:

Building Floor Area (square feet)	Required Loading Spaces	Space Size (feet)
5,000 to 10,000	1	10 x 25
10,001 to 25,000	2	10 x 25
25,001 to 40,000	2	10 x 50
40,001 to 100,000	3	10 x 50
100,001 to 250,000	4	10 x 50
+250,000	1 per 200,000 above 250,000	10 x 50

7.13.02 Location

All loading or unloading spaces must be located on the same lot as the use served. However, permitted uses located in industrial zones may provide parking areas for the storage of trucks waiting to be loaded or unloaded within 600 feet from each lot served on the approval of the Zoning Administrator, provided that the off-street storage of trucks are unable to be provided on the same lot or contiguous to the same lot as the use being served and further provided that the storage of trucks are located in the same zone as the use being served. Loading or unloading areas may be located in the side and minimum required rear setbacks, provided that all loading or unloading facilities must be set back a minimum of 10 feet from the rear lot line and minimum side setback clearances are maintained.

7.13.03 Driveways

Entrances, exits, or driveways may not be computed as any part of a required loading or unloading space.

7.13.04 Use of Off-Street Loading Space

- A. Any loading or unloading space must be used for loading or unloading only. Any other use of such space, including repair work or servicing of any kind other than in an emergency or the requirement of any payment for the use of such space, will violate the provisions of this article.
- B. No building of any kind may be erected in any off-street loading or unloading space.

7.13.05 Design and Layout

- A. **Loading or Unloading Plan Approval Required**
Plans for all loading or unloading facilities must be submitted to the Zoning Administrator for review and for compliance with the provisions of this article and such other pertinent ordinances of the legislative body. Such plans must show the number and location of loading or unloading spaces, including necessary maneuvering of trucks and dock and apron approaches, and arrangements of access aisles, location of access points onto adjacent streets, provisions for truck circulation, location of curbs on or adjacent to the property, utilities, location of signs, typical cross sections of pavement, including base and subbase, proposed grade of lot, storm drainage facilities, location and type of lighting facilities, and such other information or plans as the circumstances may warrant. Where such loading or unloading plans include provisions for access points to adjacent streets, then the plans must also be prepared in accordance with the requirements of this article.
- B. **Access**
 - 1. Each required off-street loading or unloading space must be designed with direct access via an approved access drive to a deeded right-of-way that offers efficient ingress, egress, and safety for trucks. Access drives or aisles must be laid out with a width of at least 12 feet for one-way circulation and at least 22 feet for two-way circulation with intersection radii not to be less than 50 feet.

2. Off-street loading or unloading space must be designed and constructed so that all maneuvering for loading or unloading can take place entirely within the property lines of the premises being served. Such off-street loading or unloading space must be located so as not to hinder the free movement of pedestrians and vehicles over a sidewalk or street.
- C. Other Design Features
Docks are to be designed to facilitate efficient loading or unloading. Platform heights should be 44 inches for light pickup and delivery trucks and 48 to 52 inches for heavy trucks and trailers. The dock area should be at least twice the total body floor area of the largest number of trucks that can be docked at one time. Minimum dock overhead clearance (including pipes and lights) should be 12 feet.
 - D. Paving of Off-Street Loading or Unloading Areas
All off-street loading or unloading areas, including spaces, maneuvering, and storage areas for truck parking must be paved with asphalt concrete or Portland cement concrete.
 - E. Lighting
Any lighting used to illuminate off-street loading or unloading areas may not glare on any right-of-way or adjacent property.
 - F. Screening and Landscaping
All loading or unloading areas, including storage of parked trucks, must be effectively screened on each side adjoining or fronting on any property situated in a residential zone, as regulated by Section 8.01. Ground cover shrubs and trees must be located and maintained so as to not interfere with vehicular and pedestrian traffic on the property or with sight distance clearance at entrances and exits.