

Article 8:

PARKING AND LOADING REQUIREMENTS

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A. Purpose:

The purpose of these regulations is to set forth off-street parking and off-street loading requirements for structures and uses governed by this article. The general criteria for these requirements shall be in accordance with the intensity of such use or structure, and with the aim of providing adequate parking for the public and reducing traffic hazards, conflicts and inconvenience.

B. General Parking and Loading Provisions:

1. Every building or structure shall be provided, at the time of initial construction, or at any other time specified in this article, with the minimum required off-street parking space and the minimum required space for the loading of goods or commodities.
2. Every building or structure changed in use or structurally altered shall be furnished with off-street parking, ingress and egress, space for loading of goods and commodities and adequate circulation required, but only to the extent that the change in use or structural alteration necessitates the need for additional parking.
3. All off-street parking spaces required for any residential use permitted in any residential district in the Town shall be provided on the same lot with such use.
4. All off-street parking spaces required for any use other than a residential use permitted in any residential district shall be provided on the same lot with such use except where practical difficulties prevent such location or where the public safety or the public convenience would be better served by a location other than on the same lot. In such cases the Zoning Administrator may authorize alternative and/or cooperative locations of required parking spaces, subject to the following:
 - a. An alternative location shall be in the same ownership (fee simple or common) and zoning classification as that of the land on which the use is located.
 - b. A common or cooperative location, which provides parking for two or more uses, shall be in the ownership (fee simple or common) of at least one of the participants and shall have combined parking space equal to the sum required for the separate uses, except that the amount of space may be reduced by the

Zoning Administrator for reason of different hours of activity among the various uses, and shall be subject to such arrangements as will guarantee the permanent availability of such space.

- c. The entrance to an alternative, common or cooperative location shall be within two hundred (200) feet pedestrian walking distance of the entrance to the use such location serves and be connected to such use by a pedestrian walkway. Such pedestrian access shall be accessible to the handicapped and shall meet ADA requirements.
- d. The right to use such property for parking shall be established by deed, easement, lease or similar recorded covenant or agreement, shall be approved as to form and content by the Town Attorney and shall be recorded in the Clerk's Office.
- e. Should such off-street parking spaces become unavailable for use at some future time, an equal number of parking spaces shall be constructed and provided on either the primary site or by another off-site arrangement meeting the requirements of this Article. Failure to provide these parking spaces within ninety (90) days from the date on which the use of the previously available spaces was terminated shall be a violation of this ordinance.
- f. The Zoning Administrator may require a detailed parking impact and pedestrian access study to be prepared by the applicant in support of the requirements hereinabove.

5. All off-street parking spaces and off-street loading spaces shall be curb and guttered and designed to provide safe and convenient access to a public street. Ingress and egress shall be provided only through driveway, travelway or private street openings of design, location, and criteria approved by the Zoning Administrator or the Planning Commission as needed. Access by a vehicle to required parking spaces shall be afforded without requiring another vehicle to be moved.
6. Requirements for parking space and parking bay paving improvements:
 - (a) For all residential, institutional and commercial uses (other than single family residential off-street parking and as otherwise addressed by the HP-O District), all required off street parking spaces and drives shall be constructed of an all weather, stabilized, dust free surface (concrete, bituminous concrete, paving blocks, or other similar material) with curb, guttering and drainage improvements.

Except, improvements to existing gravel or other similar materials are permissible; however, the parcel is required to be in compliance and remain in compliance with the landscaping and paving requirements of this Ordinance once improvements, other than landscaping and interior renovation, made during a rolling 5-year period constitute 50% or more of the structure's assed value.

- (b) For commercial and industrial uses, all employee and customer parking, as well as all entrances into parking areas, shall be constructed of an all weather, stabilized, dust free surface with curb, guttering and drainage improvements. For industrial uses, such paved surfacing may be waived by the Planning Commission only for areas used for the parking and/or loading of heavy equipment. Except, improvements to existing gravel or other similar materials are permissible; however, the parcel is required to be in compliance and remain in compliance with the landscaping and paving requirements of this Ordinance once improvements, other than landscaping and interior renovation, made during a rolling 5-year period constitute 50% or more of the structure's assed value.
- (c) For parking areas of six (6) spaces or less, the requirement for paved parking with curb and gutter may be waived by the Planning Commission, provided that the parking surface be constructed with a minimum surface of six (6) inches of crushed stone with adequate storm drainage provisions.
- (c) The requirements of the Town's Design and Construction Manual shall govern the parking space and parking lot design sections, width, base and subbase structural characteristics, and construction criteria. Storm drainage and stormwater management construction details and calculations shall be provided with parking space and parking lot designs.

(Ord. of 2024-06-04)

- 7. All off-street parking spaces and related accessibility requirements for handicapped persons shall conform with the most recent Americans with Disabilities Act (ADA) regulations and as otherwise provided in this article. Where ADA regulations are in conflict with or are more stringent than the regulations in this article, ADA regulations shall govern. A copy of these ADA regulations is available through the office of the Planning and Zoning Administrator.
- 8. In commercial and industrial zoning districts (except in the D, Downtown District), and except as may be otherwise qualified in this ordinance, off-street parking spaces may be

located in required yards, but in no case shall it be located less than five (5) feet from any adjacent lot line or as otherwise provided by screening and buffer yard requirements. In all cases, a ten (10) foot minimum setback for off street parking spaces abutting a public street shall be provided and maintained.

9. All off-street parking facilities shall be used solely for the parking of vehicles in operating condition by patrons, occupants or employees of the use to which the parking is accessory. No repair, dismantling or servicing of any vehicle, equipment, materials or supplies shall be permitted in any required off-street parking facility.
10. All off-street parking spaces, parking lots, loading areas, private streets, travelways and entrances shall comply with the geometric design criteria and pavement design standards as provided in the Town's Design and Construction Standards Manual or as otherwise approved by the Zoning Administrator.
11. Appurtenant lighting to residential parking areas shall be designed to minimize glare away from adjoining residential districts and away from adjacent uses.
12. Computations of parking space requirements on an *employee/person* basis shall be based on (a) maximum number of *employees* on duty and/or (b) the occupancy load of the building and/or (c) a detailed parking impact analysis as provided by the applicant's Professional Engineer or Architect and approved by the Planning and Zoning Administrator.
13. No off-street loading space shall be located within a front yard.
14. All parking spaces shall be designed to prevent vehicles from extending over any property line, right-of-way, sidewalk or travelway. Where parking spaces allow a vehicle to extend over the face of curb into such areas, an additional parking space depth of two (2) feet shall be provided and/or parking bumper stops shall be incorporated into the parking space design.
15. Computations and analysis of parking and loading space requirements shall be performed by the Engineer or Architect submitting the subdivision plat and/or site plan, and those computations shall be considered as an integral element of the plat or site plan certification.
16. Where parking spaces or loading requirements are unclear or not specifically mentioned, the requirements shall be the same as required for a use of similar nature or as otherwise stipulated by the Zoning Administrator.

17. Spaces designated for off-street loading shall not be counted toward the required number of off-street parking spaces.
18. Available on-street parking spaces shall not be counted toward the required number of off-street parking spaces.
19. In addition to the number of parking spaces required for new uses under this article, a change in use from existing single family dwelling to permitted multifamily housing units or other tenant housing facilities shall meet the following requirements:
 - a. Off-street parking spaces shall not be located within the established front yard area between the front property line and the building itself and
 - b. All areas on-site which comprise the off-street parking site plan shall be visually defined by appropriate use of surface materials for vehicular uses which shall be duly maintained as a condition of the occupancy permit.
20. In addition to the number of parking spaces required by use under this article, non-residential uses permitted in the Town's residential districts shall meet the following requirements:
 - a. Non-residential parking spaces shall be designated so as to provide continuous visual separation of at least six (6) feet in width between parking and adjoining residential property, where applicable, by means of landscaping, fencing and/or ground cover. In addition, all areas between building setbacks and public street frontage shall be restricted to fifty percent (50%) development for parking area; and
 - b. All areas on-site which comprise the off-street parking plan shall be visually defined by paved surfaces which shall be duly maintained as a condition of the occupancy permit.
21. Any parking arrangement which requires the moving of any vehicle on-site in order to maneuver another vehicle on-site into or out of a required parking space shall not meet the intent of this article.
22. Access to on-site parking shall not depend on the public right of way, other than alleys, in order to safely and conveniently maneuver into or out of parking spaces.

23. Required off street parking spaces may be provided within open carports, provided that the provisions of this Article pertaining to dimensions, layout, and accessibility are met. (Ord. of 8-5-2008)

C. Parking and Loading Space Dimensions:

1. Minimum parking space dimensions and layout:
 - (a) Parallel spaces: Standard parallel parking spaces shall have minimum dimensions of eight (8) feet by twenty-two (22) feet.
 - (b) Perpendicular spaces: Standard perpendicular parking spaces shall be designed with a width of nine (9) feet and a length of eighteen (18) feet, provided that travelways combined with parking bays providing perpendicular parking shall have a minimum width of twenty four (24) feet (with 2-12 foot lanes) to accommodate two-directional traffic movements.

Long-term or compact car perpendicular parking spaces (such as parking lots for full day shift for office or industrial employees) may be reduced to eight and one-half (8.5) feet upon petition to and acceptance by the Planning Commission, provided that such spaces are clearly designated.
 - (c) Angled and other forms of parking spaces: In cases where parking space and adjoining travelway dimensions vary from those above due to the nature of the parking areas and circulation patterns, the applicant shall be required to submit a detailed parking study prepared by a qualified professional to justify such parking space size variations. Documentation shall be provided addressing parking space geometry, travelway access and turning movements, and other elements related to parking space layout and design criteria.
 - (d) Refer to the Town's Design and Construction Standards Manual for additional information and design criteria for parking spaces and parking lots.
2. Off-street loading space dimensions and layout:
 - (a) No loading space shall be less than fifteen (15) feet wide, twenty five (25) feet long and fifteen (15) in vertical clearance, provided that the depth shall be sufficient to accommodate the largest delivery trucks supplying the establishment and that loading space lengths for semi-trailer vehicles shall be not less than fifty (50) feet. Where more than one loading space has been provided and located

parallel to the first, each additional space may be reduced to twelve (12) feet in width.

- (b) No off-street loading area shall necessitate maneuvering from a public right of way. No loading space shall be located in a front yard, except for industrial uses.
- (c) Off-street loading spaces shall not be located closer than forty (40) feet from the nearest point of intersection of the loading approach travelway with the public street right-of-way, provided that if such space is to access semi-trailer vehicles, then such distance be not closer than sixty (60) feet.

D. Computation of Required Parking Spaces:

- 1. Floor area shall mean the gross floor area of the specific use, measured from the exterior faces of exterior walls or from the center line of walls separating two attached buildings. Unless otherwise specified, gross floor area shall include associated corridors, utility rooms and storage space.
- 2. When the units of measurements determining the number of required parking spaces result in calculations requiring a fractional space, one space shall be provided for said computed fractional space.
- 3. In the case of mixed uses, the parking spaces required shall equal the sum of the requirements of the various uses computed separately.

E. Minimum Required Parking Spaces:

The following parking requirements represent minimum standards for the provision of on-site parking for permitted and special permit uses:

- 1. **Accessory Living Unit:** Minimum: Two (2) spaces per unit; such space must have convenient access to a street: N/A.
- 2. **Ambulance Service, Fire Department or Rescue Squad Facility:** Minimum: Adequate space to accommodate all motor vehicles operated in connection with such use and five (5) additional parking spaces per each such vehicle. Maximum: N/A.
- 3. **Event Facilities:** For principal uses, the minimum required parking is one (1) space for every three (3) persons based upon the maximum live load according to the Virginia

Uniform Statewide Building Code (VUSBC) for the building in or at which events are to occur. For accessory uses, the minimum required parking will be the same, or that of the principal use, whichever is greater. For both principal and accessory uses engaged in holding outdoor events, the minimum required parking shall be one (1) space for every three (3) expected attendees for the outdoor event that is to occur. For the purpose of this regulation, the most restrictive language shall govern. For both principal and accessory uses within the Downtown (D) and Downtown Neighborhood Residential (DNR) districts where sufficient parking cannot be provided onsite, the applicant(s) must furnish an alternate/cooperative required parking agreement, pursuant to Section B.4 of this Article.

4. **Barber Shop, Beauty Shop:** Minimum: One (1) space per two hundred (200) square feet of gross floor area; Maximum: One (1) space per one hundred (100) square feet of gross floor area.
5. **Bed and Breakfast Lodging:** Minimum: One (1) space per room accommodation, plus two (2) additional spaces; Maximum: Two (2) spaces per room accommodation, plus two (2) additional spaces.
6. **Boardinghouse or Rooming house:** Minimum: One (1) space per room accommodation, plus two (2) additional spaces; Maximum: Two (2) spaces per room accommodation, plus two (2) additional spaces.
7. **Building Materials Sales:** Minimum: One (1) space per five hundred (500) square feet of retail sales area. Maximum: One and one half (1.5) spaces per five hundred (500) square feet of retail sales area.
8. **Car Wash:** Minimum: Two (2) spaces per bay or stall; provided that such spaces may be stacked one behind another, plus one (1) space per employee on the major shift. Maximum: N/A.
9. **Child Care Center / Adult Day Care Center and Nursery:** Minimum: One (1) space per three hundred fifty (350) square feet of gross floor area; Maximum: One and one half (1.5) spaces per three hundred fifty (350) square feet of gross floor area.
10. **Churches and Places of Worship:** Minimum: One (1) space per four (4) seating accommodations in the assembly area of the facility having the largest capacity. Maximum: Two (2) spaces per four (4) seating accommodations in the assembly area of the facility having the largest capacity.

11. Repealed 8-5-2008
12. **Contractor's Office and Shop:** Minimum: Five (5) parking spaces. Maximum: To be determined by the Zoning Administrator.
13. **Convenience Store (Quick Food Shops):** Minimum: Six (6) spaces per one thousand (1,000) square feet of gross floor area; Maximum: Six (6) spaces per one thousand (1,000) square feet of gross floor area.
14. **Dance Hall (including dance area in restaurant, hotel, etc):** Minimum: Five (5) spaces per one thousand (1,000) square feet of gross floor area; Maximum: Six (6) spaces per one thousand (1,000) square feet of gross floor area.
15. **Bank or Financial Institution:** Minimum: One (1) space per two hundred and fifty (250) square feet of gross floor area; Maximum: Two (2) spaces per two hundred and fifty (250) square feet of gross floor area.
With drive in: Additionally, provided sufficient area for eight (8) stacking spaces for the first drive-in window and two (2) stacking spaces per each additional window.
16. Repealed 8-5-2008
17. Repealed 8-5-2008
18. **Restaurant:**
Without drive-in: Minimum: One (1) space per seventy-five (75) square feet of gross area; Maximum: One (1) space per fifty (50) square feet of gross floor area.
With drive-in: Minimum: One (1) space per sixty-five (65) square feet of gross floor area; Maximum: One (1) space per fifty (50) square feet of gross floor area.
(Ord. 2022-09-06)
19. Repealed 8-5-2008
20. Repealed 8-5-2008
21. Repealed 8-5-2008
22. **Flea Market or Farmers Market:** Minimum: One and one half (1.5) spaces per booth; Maximum: To be determined by the Zoning Administrator.

23. **Funeral Home:** Minimum: One (1) space for every four (4) seats in chapels or parlors with fixed seats; or one (1) space for each 100 square feet of floor area for assembly rooms used for services without fixed seats, plus one (1) space per two (2) employees, plus one (1) space for each vehicle used in connection with the business. Maximum: TBD.
24. **Furniture Sales:** Minimum: One (1) space per five hundred (500) square feet of net floor area; Maximum: One (1) space per two hundred fifty (250) square feet of net floor area; plus one (1) space for each vehicle used in connection with the business.
25. **Golf:**
 - Driving Range – Minimum: One (1) space per two (2) tees; Maximum: One (1) space per one (1) tee.
 - Golf Course – Minimum: Four (4) spaces per hole; Maximum: Six (6) spaces per hole.
 - Miniature Golf – Minimum: One (1) Space per hole; Maximum: Two (2) spaces per hole.
26. **Green Houses and Plant Nursery:**
 - Enclosed Retail Sales Areas – Minimum: One (1) space for each five hundred (500) square feet of retail sales area; Maximum: One (1) space per three (300) square feet of retail sales area.
 - Greenhouse Sales Areas – Minimum: One (1) space per five hundred (500) square feet of greenhouse sales area; Maximum: One (1) space per three hundred (300) square feet of greenhouse sales area.
 - Exterior Nursery Sales Areas – Minimum: One (1) space per each two thousand five hundred (2,500) square feet of exterior nursery sales area; Maximum: One (1) space per one thousand five hundred (1,500) square feet of nursery sales area.
27. **Hospitals and Medical Center:** Minimum: One (1) space per four hundred (400) square feet of gross floor area; Maximum: One (1) space per one hundred (100) square feet of gross floor area.
28. **Hotel or Motel:** Minimum: One (1) space per rental unit plus one (1) space per two hundred (200) square feet of assembly rooms; Maximum: One and one quarter (1.25) spaces per rental unit and one (1) space per one hundred fifty (150) square feet of assembly rooms.
 - With dining facilities – Add spaces for interior dining facilities as listed in the Restaurant section.

29. **Housing:**

Single-Family Detached and Duplex Dwellings - Minimum: Two (2) spaces per dwelling unit; Maximum: N/A.

Multi-Family and Single-Family Attached Dwellings – Minimum: Two (2) spaces per dwelling unit, plus one visitor space per every three (3) units; Maximum: N/A.

Elderly and handicapped Housing –

With central dining facilities – Minimum: One (1) space per three (3) dwelling units; Maximum: One (1) space per two (2) dwelling units.

Without central dining facilities – Minimum: One (1) space per dwelling unit; Maximum: One and one half (1.5) spaces per dwelling unit.

30. **Industrial and Manufacturing Uses:** Minimum: One (1) space per 1.5 employees on major shift, plus one (1) space per company vehicle / equipment, plus sufficient space to accommodate largest number of visitors and customers expected at any one time; Maximum: N/A.

31. **Institutional Housing, Nursing or Convalescent Homes and Detention Facilities:** Minimum: One (1) space per three (3) rooms; Maximum: One (1) space per two (2) rooms, plus one (1) space per employee or staff member on a major shift.

32. **Kennels, Commercial:** Minimum: One (1) space per five hundred (500) square feet of gross floor area including runs; Maximum: One (1) space per three hundred (300) square feet of gross floor area including runs.

33. **Laundry, Dry Cleaning and Laundromats:** Minimum: One (1) space per two hundred (200) square feet of gross floor area; maximum: One (1) space per one hundred (100) square feet of gross floor area including runs.

34. Repealed 8-5-2008

35. **Medical or Dental Office:** Minimum: One (1) space per two hundred (200) square feet of gross floor area; Maximum: One (1) space per one hundred (100) square feet of gross floor area.

36. Repealed 8/5/2008

37. **Offices:** Minimum: One (1) space per three hundred (300) square feet of gross floor area; Maximum: One (1) space per one hundred fifty (150) square feet of gross floor area.

38. **Outdoor Sales / Display Area:** Minimum: One (1) space per five hundred (500) square feet of open sales / display. Maximum: One (1) space per one hundred (100) square feet of gross floor area.
39. **Personal Service Establishment Uses (not otherwise specified):** Minimum: One (1) space per two hundred (200) square feet of gross floor area; Maximum: One (1) space per one hundred (100) square feet of gross floor area.
40. **Recreational Facilities:**
 - Billiard, Pool Halls, and Video Game Rooms:** Minimum: One (1) space per game table plus, one (1) space per employee on the major shift. Maximum: N/A.
 - Bowling Alleys:** Minimum: three (3) spaces per alley, plus one space per employee on the major shift. Maximum: Four (4) spaces per alley, plus one space per employee on the major shift.
 - Boating, Country, and/or Hunt Clubs, and Civic, Fraternal, and/or Social Organization Halls:** Minimum: One (1) space per three (3) persons based upon maximum occupancy. Maximum: N/A.
 - Health Clubs, Gyms and Paint Ball Parlors:** Minimum: One and one half (1.5) spaces per thousand (1,000) square feet of gross floor area. Maximum: Ten (10) spaces per one thousand (1,000) square feet of gross floor area.
41. **Recycling Center:** Minimum: One (1) space per employee on the major shift, plus a sufficient number of spaces to accommodate all persons who may be at the establishment at any one time under normal operating conditions. Maximum: N/A.
42. **Repair Service Establishment:** Minimum: One (1) space per five hundred (500) feet of gross floor area; Maximum: One (1) space per three hundred (300) square feet of gross floor area.
43. **Retail Sales Establishment:** Minimum: One (1) space per three hundred (300) square feet gross floor area; Maximum: One (1) space per two hundred (200) square feet of gross floor area. The wholesale component of any industrial, manufacturing or warehousing facility shall provide parking based on requirements for Retail Sales Establishments. Discount stores, wholesale outlets and "superstores" marketing as wholesale establishments shall provide parking based on requirements for Retail Sales Establishments.
44. **School, Elementary, Middle and Kindergarten:** Minimum: Two and one half (2.5) spaces per classroom, plus sufficient parking for all associated vehicles; Maximum: N/A.

45. **School, High:** Minimum: Two and one half (2.5) spaces per classroom, plus sufficient parking for all associated vehicles, plus one (1) space per four (4) students, based on the maximum capacity. Maximum: N/A.
46. Repealed 8-5-2008
47. **Shopping Center:** Minimum: One (1) space per 200 square feet gross floor area, plus additional spaces for restaurants, theaters, and personal service establishments. as determined by the requirements of this section.
48. **Swimming Pool, Commercial:** Minimum: One (1) space per one hundred (100) square feet of water surface area, plus one (1) space per employee. Maximum: One and one half (1.5) spaces per one hundred (100) square feet of water surface area.
49. **Tennis Courts / Tennis Club:** Minimum: Four (4) spaces per court; Maximum: Six (6) spaces per court.
With dining facilities – Add spaces for interior dining facilities as listed in the Restaurant section.
50. **Theater, Auditorium, or Convention Center:** Minimum: One (1) space per six (6) viewing accommodations; Maximum: One (1) space per four (4) viewing accommodations.
51. **Vehicle Sale, Rental and Ancillary Service Establishment:** Minimum: One (1) space per five hundred (500) square feet of enclosed sales/rental floor area, plus one (1) space per twenty-five hundred (2500) square feet of open sales/rental display lot area, plus two (2) spaces per service bay, but not less than five (5) spaces minimum. Maximum: One and one half (1.5) spaces per five hundred (500) square feet of enclosed sales/ rental floor area, plus one and one half (1.5) spaces per twenty-five hundred (2500) square feet of open sales / rental display lot area, plus three (3) spaces per service bay.
52. **Vehicle Service Station, Vehicle Service Establishment:** Minimum: One (1) space per each employee plus two (2) spaces per each service stall, but not less than five (5) spaces. In addition, when accessory activities rental of automobiles, trucks and trailers of all types are involved on site, there shall be provided suitable area to accommodate the highest number of rental units expected at any one time. Maximum: To be determined by the Zoning Administrator.

53. **Veterinary Clinic:** Minimum: One (1) space per two hundred (200) square feet of gross floor area exclusive of that area to house animals; Maximum: One (1) space per one hundred (100) square feet of gross floor area exclusive of that area to house animals.
54. **Storage and Mini-storage:** Minimum: One (1) space per two hundred (200) square feet of gross floor area of office space; Maximum: One (1) space per one hundred (100) square feet of gross floor area of office space; however, at no time shall there be less than three (3) spaces.
55. **Warehousing and Freight Movement:** Minimum: The greater of one (1) spaces per five hundred (500) square feet of gross floor area or one (1) space per employee plus one (1) space per company related vehicle and / or equipment. Maximum: N/A.
56. **Wholesale Trade Establishment:** Minimum: One (1) space per employees, plus one (1) space per company vehicle, but with a minimum of one (1) space per two thousand (2000) square feet of gross floor area. Maximum: One (1) space per employee, plus one (1) space per company vehicle, plus one (1) space per one thousand (1,000) square feet of gross floor area.
56. **Miscellaneous Uses:** Where no specification is set forth herein for a specific use, parking requirements for such uses shall be based on facility usage by visitors, patrons, and/or customers plus employees, or as otherwise determined by the Zoning Administrator. At the discretion of the Zoning Administrator, the applicant may be required to submit a parking impact study for uses for which regulations are not hereinabove provided.
57. **Handicap Spaces:** Minimum handicap space requirements shall be in accord with the table below unless ADA requirements for the use stipulate otherwise:

Less than five (5) total spaces:	0
Five (5) to fifty (50) spaces:	1
Fifty-one (51) to 100 spaces:	2
One-hundred one (101) spaces to two hundred (200) spaces:	3
Over two hundred (200) spaces:	3

plus 1 for each additional 100 spaces

(Ord. of 2008-08-05; Ord. of 2019-09-03)

F. Minimum Required Off-Street Loading Spaces:

1. Loading space requirements for permitted and special permit uses:

- a. All required off-street loading spaces shall be located on the same lot as the use served.
- b. Required off-street loading spaces may be provided cooperatively for two or more uses, as long as the contractual arrangements for the permanent availability of such spaces meet the standards set by the Planning and Zoning Administrator.
- c. All required off-street loading spaces and their appurtenant aisles and driveways on any given lot shall be deemed to be required space, and shall not be reduced or encroached upon except by approval of the Planning Commission.
- d. All off-street loading space shall be provided with safe and convenient access to a street. If such space is located contiguous to a street, the street side thereof shall be curbed, and ingress and egress shall only be provided through such a curbed driveway.
- e. No required off-street loading area shall be used to satisfy the space requirement for any off-street parking facilities, and no loading area shall be so located as to interfere with the free circulation of vehicles in any off-street parking area.
- f. No motor vehicle repair work, with the exception of emergency service, shall be permitted in any space designated as off-street loading area.
- g. All off-street loading areas, including aisles and driveways, shall be constructed and maintained with a dustless (concrete or bituminous concrete) surface, except as otherwise permitted for heavy equipment storage for industrial uses.
- h. Where a use or building contains a combination of uses, loading facilities shall be provided on the basis of the sum of the required spaces for each use. For loading spaces based on the square footage of a building, the net floor area shall be used.

2. Computation of required loading spaces

The following off-street requirements shall be provided in accordance with the following schedule:

- a. Eating and Fast Food Establishments:

One (1) space for the first 10,000 square feet of gross floor area plus one (1) space for each additional 25,000 square feet.

- b. Retail, Office, Service, Supply and Light Industrial Establishments:
One (1) space for the first 10,000 square feet of gross floor area plus one (1) space for each additional 20,000 square feet.
- c. Manufacturing, Heavy Industrial, Warehousing and Vehicles of Heavy Equipment Establishments:
One (1) space for the first 5,000 square feet of gross floor area plus one (1) space for each additional 20,000 square feet.
- d. Where the required number of loading spacers is not set forth hereinabove for a particular use, the Planning and Zoning Administrator shall determine the basis for the number of loading spaces required.

G. Stacking Lane Requirements:

- 1. Stacking spaces shall be required for any use having drive-through or drive-in facilities.
- 2. Stacking spaces shall be a minimum of ten feet in width and eighteen feet in length, and shall be designed so as not to impede on- and off-site traffic movements.
- 3. Stacking lanes and spaces shall be separate from other circulation aisles and parking spaces.
- 4. Stacking lanes shall be separated from other on-site parking and circulation lanes by a raised median or other acceptable method to ensure the adequate channeling and safety of traffic movements.
- 5. Computation of required stacking spaces:

The following minimum stacking space requirements shall be provided in accordance with the following schedule:

- a. Eating and fast food establishments:
Ten (10) stacking spaces, with distance as measured from the closest drive-through window.
- b. Car washes:

Three (3) stacking spaces per car wash bay.

c. Financial institutions:

Eight (8) stacking spaces for the first drive-through window and four (4) stacking spaces for each additional window.

d. Other uses:

For uses not specifically provided for herein, the Planning and Zoning Administrator shall make the final determination regarding the number of required stacking spaces.

H. Handicap Parking Space Requirements:

1. Handicap parking spaces for the physically disabled or elderly shall be required at the rate of three (3) percent of the first 200 parking spaces required for any use.
2. For uses which provide parking for more than 200 spaces, six (6) handicap spaces shall be provided for the first 200 parking spaces, plus one (1) percent of the required spaces in excess of 200 parking spaces.
3. Notwithstanding the above, all handicap parking space requirements shall conform with current ADA regulations.
4. The Planning Commission, upon recommendation by the Planning and Zoning Administrator may modify handicap space requirements where the applicant can demonstrate fewer spaces are required and that ADA requirements are fully satisfied.
5. Perpendicular handicap parking spaces shall be 13 feet wide and 18 feet long, including a 5 foot width for the delineation of aisles for access to vehicle, provided that two handicap spaces may share the same 5 foot access aisle. Spaces shall be located as close as possible to the primary building entrance(s).
6. No more than four (4) handicap spaces shall be grouped together within a parking lot.
7. Inclined access ramps shall be provided and designed to promote safe access from both sides of a vehicle directly to a sidewalk. Ramps shall have a minimum width of five (5) feet and a maximum slope of one unit vertical in twelve units horizontal (1:12), provided that if current ADA requirements for handicap space access are more restrictive, then ADA standards and criteria shall apply. These ramps should also provide suitable accessibility to vans.

8. All handicapped parking spaces shall be clearly identified by the placement of signs, with minimum height of four (4) feet and a maximum height of six (6) feet. Signs and parking spaces shall be marked with the standard handicap logo.

I. Private Streets, Travelways and Combined Travelways and Parking Bays:

1. Private streets in any development or subdivision may be approved only by the Town Council. Private travelways and combined travelways/parking bays may be allowed as a part of the site plan approval process.
2. Private streets, travelways, and combined travelways/parking bays (lots) are intended to provide on-site vehicular circulation and parking for projects such as townhouse and multi-family development, commercial shopping centers and freestanding uses, and other uses requiring a site plan for which public streets and parking is not deemed necessary. Private streets, travelways, and combined travelways/parking bays shall be limited to serve primarily non-through, fixed-traffic generating internal vehicular circulation conditions related to a particular site plan use and which, further, do not adversely affect the transportation objectives of the Comprehensive Plan or limit the ability of the Town to provide for future public street improvements where such private facilities are proposed. See the Town Design and Construction Standards Manual for illustrations of and design criteria for these private facilities.
3. Private streets, travelways and combined parking bays/travelways shall be designed based on the projected traffic demands for a given facility, and, further, shall comply with the standards and criteria of the Town's Construction and Design Standards Manual and the Town Subdivision Ordinance. The Engineer or Architect submitting a site plan shall provide a detailed traffic impact analysis and transportation improvements plan which provides analysis and specifications for pavement widths, street geometry, pavement design, signage, signalization, and private ingress/egress easement requirements.
4. Easements of ingress and egress shall be granted for public emergency vehicles and private maintenance vehicles.
5. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that

proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.
(Ord. of 8-1-2001)