

SECTION 10

## OFF-STREET PARKING AND LOADING

- 10.0 Off-street Parking Space
- 10.1 Off-street Loading Space

## 10.0 OFF-STREET PARKING SPACE.

10.1 Scope. The provisions of this section shall apply and govern in all zoning districts.

## 10.2 General Requirements.

1. The duty to provide and maintain off-street parking space shall be the joint and several responsibility of the operator and/or owner of the use and/or land for which off-street parking space is required to be provided and maintained.
2. For land, structures or uses actually used, occupied or operated on the effective date of this ordinance, there shall be provided such off-street parking space as was required for such land, structures or uses by any previous ordinance. If such land, structures or uses are enlarged, expanded or through the addition of dwelling units, gross floor area, seating capacity, additional employment or other unit of measurement specified herein, there shall be provided, for that increment of expansion only, at least the amount of off-street parking space that would be required hereunder if the increment were a separate land, structure or use established or placed into operation after the effective date of this ordinance.
3. For all uses established or placed into operation after the effective date of this ordinance there shall be constructed, provided, preserved and maintained the amount of off-street parking space hereinafter set forth.
4. Whenever the intensity of use of any structure or premises shall be increased through the

addition of dwelling units, gross floor area, seating capacity, additional employment or other unit of measurement, such additional parking as required herein to provide for the expanded use shall be provided.

- 5. Whenever the existing use of a building, structure, or land area is changed to a new use, parking facilities shall be provided as required by the new use. However, if the use existed prior to the effective date of this ordinance, parking is required only in the amount that the new use would exceed the requirements for the existing use if the latter were subject to the parking provisions of this ordinance.
  - 6. Parking in existence on the effective date of this ordinance or that was provided voluntarily after such effective date, shall not hereafter be reduced below, or if already less than, shall not further be reduced below, the requirements of this ordinance for a new use.
  - 7. All off-street parking space, whether or not required by this ordinance, and when provided in accordance with the provisions of this ordinance or in accordance with the provisions of any former ordinance, shall be used, maintained and operated as hereinafter required.
  - 8. Parking and loading space for all types of uses may be provided either in garages or open parking areas conforming with the provisions of this ordinance.
  - 9. Where sufficient existing "public parking facilities" are located so as to provide or supplement part or all of the required parking space, the Zoning Board of Appeals may reduce the number of spaces required for a particular use or group of uses.
  - 10. Parking may be with or without charge.
- 10.03 Location. Off-street parking space shall be located on the same lot as the use for which provided, except as otherwise specifically provided. OFF STREET PARKING SPACES shall (see ORD 0466)  
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11-17-04  
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1. Special location plan. Pursuant to the procedure hereinafter set forth, either part or all of the required off-street parking space may be located off the lot of the use for which the space is provided. The following limitations shall apply to the "special location plan."
  - a. Separation from use. Off-street parking shall be located as hereinafter specified; where a distance is specified, such distance shall be the walking distance measured from the nearest point of the parking facility to the nearest point of the building that such facility is required to serve.
    - 1) In all residential districts, parking facilities shall be located on the same lot or lots with the building they are required to serve.
    - 2) In all commercial districts, parking facilities shall be located within three hundred feet (300') of the building they are required to serve.
    - 3) In all industrial districts, parking facilities shall be located within six hundred feet (600') of the building they are required to serve.
  - b. Application. All applications for approval of a "special location plan" hereunder shall be filed with the Zoning Board of Appeals by the owners of the entire land area to be included within the "special location plan," the owner or owners of all structures then existing on said land area and all encumbrances of said land area and structures. The application shall contain sufficient evidence to establish to the satisfaction of the Zoning Board of Appeals that the applicants are the owners and encumbrancers of the designated land and structures; shall contain such information and representations required by this

ordinance or deemed necessary; and shall include plans showing the following details:

- 1) The location of the uses or structures for which off-street parking space is required.
- 2) The location at which the off-street parking space is to be provided.

c. Procedure.

- 1) All applications shall be reviewed, considered and studied by the Zoning Board of Appeals. Said Zoning Board shall make findings and recommendations and may suggest necessary conditions and limitations with respect to said applications. Said findings and recommendations, and any suggested conditions and limitations, shall be referred and reported to the Village Board for final consideration, evaluation and approval.
- 2) Upon approval of a "special location plan," a copy of such plan shall be registered and recorded among the records of the village.
- 3) All "special location plans" registered and recorded hereunder shall be binding upon the applicants for such special plans, their successors and assigns, shall limit and control the issuance and validity of all zoning permits and zoning certificates and shall restrict and limit the use and operation of all land and structures included within such special plans to all conditions and limitations specified in such plans and the approvals thereof.
- 4) All "special location plans" registered and recorded hereunder may be

amended pursuant to the same procedure and subject to the same limitations and requirements by which such plans were approved, registered and recorded.

- 5) Upon application to the Zoning Board of Appeals by the owner or owners of the entire land area included within any special plan registered and recorded hereunder, the owner or owners of any structures then existing thereon and all encumbrancers of said land and structures, any such plan may be withdrawn, either partially or completely, from registration and released from recording if all uses, land and structures remaining under such plan can be made to comply with all conditions and limitations of the plan, and all uses, land and structures withdrawn from such plan can be made to comply with all regulations established by this ordinance and unrelated to any "special location plan."
2. **Front yard.** No vehicle shall be parked in any front yard except upon a regularly constructed driveway. Parking lots may be allowed in the front yard if authorized by the Zoning Board of Appeals, and provided that the district does not require that the front yard be landscaped and devoted to no other use, and further provided that the parking is in accord with all other ordinance provisions.
3. **Side and rear yard.** Parking space that is open to the sky may be located in a required side or rear yard, but only if an unobstructed space of three feet (3') is left along the lot line. If the specific district regulations are more permissive, their requirements shall apply.
4. **Parkway.** No parking shall be permitted between the property line and the curb line or edge of the pavement of the street.

10.04 Combined facility. Off-street parking space shall be provided for each use. However, two or more uses located on the same zoning lot may jointly provide for one combined parking facility.

1. Where off-street parking space is combined and used jointly by two or more uses having different standards for determining the amount of off-street parking space required, the parking space shall be adequate in area to provide the sum total of off-street parking space requirements of all such uses.
2. Where off-street parking space is combined and used jointly by two or more uses having the same standard for determining the amount of off-street parking space required, all such uses, for the purposes of this section, shall be considered a single unit and the gross floor area of all such uses in all structures on the same lot or the number of employees of all such uses in all structures on the same lot as fixed by the applicable standard, shall be taken as a single total for the purpose of determining the amount of off-street parking space required.

10.05 Sharing of space. Two or more uses may share the same off-street parking space if the schedules of operation of all such uses are such that none of the uses sharing the space requires the off-street parking space at the same time as any other use sharing the space. Each such use that is sharing space shall be considered as having provided such shared space individually.

10.06 Design, development and maintenance. Every parcel of land hereafter used as a public or private parking area, including a commercial parking lot and also an automobile or trailer sales lot, shall be designed, developed and maintained in accordance with the following requirements:

1. In the residential districts, unless fully enclosed, parking areas shall be used only by vehicles up to three-fourths (3/4) ton manufacturer's capacity rating.

2. Shall not be used for the sale, repair, dismantling or servicing of any vehicles, equipment, materials or supplies; except when parking is a permitted principal or conditional use.
3. Shall be provided with bituminous asphalt or concrete surfacing maintained at all times in such a manner as to prevent the release of dust and to be free of dust, trash and debris. If such surfacing would be detrimental because of the excessive runoff of storm water, the Zoning Board of Appeals may direct such area to be left unpaved and designed to remain dust-free and attractive.
4. Shall be pitched and drained so as to prevent the flow of water from such areas onto adjoining property or onto streets or alleys that have no drainage facilities.
5. Off-street parking areas for more than four (4) vehicles that adjoin or are across the street from property zoned for any residential use, shall have a dense evergreen planting, fence, masonry wall and/or such other screening as may be determined by the Zoning Board of Appeals.
6. Shall be provided with entrances and exits not less than twelve feet (12') in width and so located as to minimize traffic congestion.
7. Shall be provided with wheel guards or bumper guards so located that no part of parked vehicles will extend beyond the parking space.
8. Where hazards exist which can be eliminated or lessened by lighting, the Zoning Board of Appeals may require lighting at such hours and in such manner as deemed necessary in the interest of public safety and security. Such lighting facilities shall be so arranged that they neither unreasonably disturb occupants of adjacent residential properties nor interfere with traffic.

9. May have not more than one attendant shelter building conforming to all setback requirements for structures in the district in which it is located.
10. Each off-street parking space shall have an area of not less than one hundred eighty (180) square feet and shall have dimensions of nine feet by twenty feet (9' x 20') exclusive of access drives or aisles.
11. All open or unused areas shall be landscaped and continuously maintained.
12. Parking lots shall be paved, fenced in, and spaces shall have bumpers and shall be striped to indicate the proper parking spaces. Driveways and parking areas shall be completed within three months (weather permitting) of building completion.

10.07 Units of measurement. For purposes of this section, the following units of measurement shall apply:

1. Floor area. In the case of offices, merchandising or service types of uses, "floor area" shall mean the gross floor area or gross leasable area designed for tenant or owner occupancy and exclusive use, including basements, mezzanines, and upper floors, if any, expressed in square feet measured from the center lines of joint partitions and exteriors of outside walls. It shall not include areas used principally for utilities and space incidental to the management or maintenance of the building.
2. Dwelling unit. A dwelling unit shall mean one room, or a suite of two or more rooms, designed for or used by one family for living and sleeping purposes and having only one (1) kitchen or kitchenette.
3. Seat or bench. A seat shall be the space intended for one individual; in places where patrons or spectators occupy benches, pews or other seating facilities, each twenty inches

(20") of such seating facilities shall be counted as one (1) seat.

- 4. Employees. Employees shall be based on the maximum number of persons on duty or residing, or both, on the premises at any one time.
- 5. Fractions. When units of measurement result in the requirement of a fractional space, any fraction shall require one (1) parking space.

Space required. At least the following numbers of usable off-street parking spaces shall be provided; also, adequate provision for ingress, egress and maneuvering shall be provided.

1. Residential uses.

One family dwellings and two family dwellings. Two (2) parking spaces shall be provided for each dwelling unit.

Multifamily dwellings. Three (3) parking spaces shall be provided for every dwelling unit.

Hotels, motels, inns and auto courts. One (1) parking space shall be provided for each guest or sleeping room or suite, plus one (1) additional space for the owner or manager.

Lodging, rooming and boarding houses. One (1) parking space shall be provided for each two (2) lodging rooms, plus one (1) space for the owner or manager.

Mobile home parks. One (1) parking space shall be provided for each mobile home space.

Fraternities, sororities and dormitories. One (1) parking space shall be provided for each five (5) active members, plus one (1) parking space for the manager thereof.

2. Commercial uses.

Automobile laundry. Stacking spaces shall be provided to accommodate waiting automobiles

11-17-04  
See ORD NO. 04-66  
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NEXT PARA GRAPH 10.08

equal in number to ten (10) times the maximum capacity of the automobile laundry for each wash rack, plus one (1) parking space for each two (2) employees. Maximum capacity, in this instance, shall mean the greatest number of automobiles undergoing some phase of laundering at the same time.

Automobile service stations. Two (2) parking spaces shall be provided for each island of pumps and each service stall, plus one (1) parking space for each two (2) employees.

Banks. One (1) parking space shall be provided for each two hundred (200) square feet of floor area. Drive-up establishments shall provide six (6) stacking spaces per teller or customer service window.

Barber shop. Two (2) parking spaces shall be provided for each barber chair, plus one (1) per each employee.

Beauty parlor. One (1) parking space shall be provided for each one hundred fifty (150) square feet of floor area.

Bowling alleys. Three (3) parking spaces shall be provided for each alley, plus such additional spaces as may be required herein for affiliated uses, such as bars, restaurants and the like.

Furniture and appliance stores, household equipment or furniture repair shops. One (1) parking space shall be provided for each six hundred (600) square feet of floor area in excess of two thousand (2,000) square feet.

Motor vehicle sales and machinery sales. One (1) parking space shall be provided for each eight hundred (800) square feet of floor area.

Restaurants or establishments dispensing food and/or beverages for consumption on the premises (not including drive-in establishments). One (1) parking space shall be provided for each one hundred (100) square feet of floor

area, or one (1) parking space for each two (2) seats, plus one (1) parking space for each two (2) employees, whichever is greater.

Restaurants (carry-out). One (1) parking space shall be provided for each fifty (50) square feet of floor area.

Retail stores. One (1) parking space shall be provided for each one hundred eighty (180) square feet of floor area, or a minimum of five (5) spaces per unit, plus one (1) for each two (2) employees, whichever is greater.

Theaters (indoor). One (1) parking space shall be provided for each four (4) seats up to four hundred (400) seats, plus one (1) for each six (6) seats over four hundred (400) seats.

Theaters (outdoor). Reservoir parking spaces shall be provided equal to ten per cent (10%) of the vehicle capacity of the theater.

Undertaking establishments, funeral parlors. A minimum of twenty-five (25) parking spaces shall be provided for each chapel or parlor, or one (1) for each fifty (50) square feet of floor area used for services, whichever is greater, plus one (1) parking space for each funeral vehicle kept on the premises.

### 3. Office uses.

Business or professional offices. One (1) parking space shall be provided for each two hundred and fifty (250) square feet of floor area.

Medical or dental clinics. Two (2) parking spaces shall be provided for each office, examining room or treatment room, plus one (1) for each employee.

### 4. Industrial uses.

Manufacturing uses or any establishments engaged in production, processing, cleaning,

servicing, testing or repair of materials, goods or products. One (1) parking space shall be provided for each two (2) employees, plus one (1) parking space for each vehicle used in the conduct of the enterprise.

Truck terminals. One (1) parking space shall be provided for each two (2) employees, plus one (1) for each truck.

Warehouses and storage buildings. One (1) parking space shall be provided for each two (2) employees, plus one (1) space for each vehicle used in the conduct of the enterprise.

Wholesale establishments (but not including warehouses and storage buildings other than accessory). One (1) parking space shall be provided for each six hundred (600) square feet of floor area in excess of four thousand (4,000) square feet.

5. *ATHLETIC FIELDS, etc*  
Schools, institutions and places of assembly.

Auditoriums, gymnasiums, convention halls and all places of assembly. One (1) parking space shall be provided for each five (5) seats, or parking spaces equal to one-fifth (1/5) the capacity of the facility in persons.

Churches. One (1) parking space shall be provided for each four (4) seats in the main auditorium.

Colleges, universities, trade schools. One (1) parking space shall be provided for each five (5) students (based on the maximum number of students that the facility is designed to handle at any one time), plus one (1) for each two (2) employees.

Elementary school. Two (2) parking spaces shall be provided for each classroom. However, if a place of assembly is provided in the school and the parking spaces provided for the place of assembly is equal to or in excess of the requirement for the classrooms, the classroom requirements need not be provided.

*ORD. 04-66*  
*ADD ATHLETIC FIELDS, ARENAS, STADIUMS, etc*

**Hospitals.** One (1) parking space shall be provided for each two (2) beds, plus one (1) for each staff doctor or visiting doctor, plus one (1) for each two (2) employees.

**Junior high and high school.** One (1) parking space shall be provided for each eight (8) students (based on the maximum number of students that the facility is designed to handle at any one time), plus one (1) for each two (2) employees.

**Nursery school.** One (1) parking space shall be provided for each employee.

**Nursing home, convalescent home and similar type establishments.** One (1) parking space shall be provided for each three (3) beds, plus one (1) for each two (2) employees.

**Library.** One (1) parking space shall be provided for each one thousand (1,000) square feet of floor area.

**Eleemosynary and Philanthropic uses.** One (1) space for every 350 square feet, exclusive of bathrooms, corridors, stairwells and space utilized exclusively for storage and/or mechanical equipment.

**Clubs, lodges, social or recreational buildings.** One (1) space for every two hundred fifty square feet exclusive of areas utilized for bathrooms, corridors, stairwells, and space utilized exclusively for storage and/or mechanical equipment.

6. **Other uses.** For uses not listed heretofore in this schedule of parking requirements, parking spaces shall be provided on the same basis as required for the most similar listed uses, or as determined by the Building and Zoning Commissioner.

**10.09 Plot plan.** Any application for a building permit, or for a certificate of occupancy, shall include therewith a plot plan, drawn to scale and fully dimensioned, showing all parking facilities required by this ordinance.

**10.10 Modifications.** The Zoning Board of Appeals may advise and recommend on appeal, subject to final approval by the Village Board, a modification, reduction or waiver of the foregoing requirements if it should find that, in the particular case appealed, the peculiar nature of the residential,

business, trade, industrial or other use, or the exceptional shape or size of the property or other exceptional situation or condition, would justify such action.

#### 10.1 OFF-STREET LOADING SPACE

- 10.11 Scope. The provisions of this section shall apply and govern in all districts.
- 10.12 When required. Off-street loading space shall be required and maintained in connection with any building, or part thereof, hereafter erected or altered which is to be occupied by uses requiring the receipt or distribution of materials or merchandise.
- 10.13 Location. Off-street loading space shall be located on the same lot as the structure for which provided.
- 10.14 Duty to provide. The duty to provide the off-street loading space herein required shall be the joint and several responsibility of the operator and owner of the structure or structures for which off-street loading space is required to be provided. No structure shall be designed, erected, altered, used or occupied unless the off-street loading space herein required is provided in at least the amount herein set forth; provided, however, that off-street loading space need not be provided for structures actually used, occupied and operated on the effective date of this ordinance, unless, after the effective date of this ordinance, such structures are enlarged or expanded, or the uses within such structures are enlarged, expanded or changed, so as to require a greater amount of off-street loading space than the amount of off-street loading space not required to be furnished by reason of the foregoing exclusion, in which event, the structures hereby excluded shall not be used, occupied or operated unless there is provided for the increment only of such structures, and maintained as herein required, at least the amount of off-street loading space that would be required hereunder if the increment were a separate structure.

- 10.15 Design, development and maintenance. Every parcel of land hereafter used for off-street loading space shall be designed, developed and maintained in accordance with the following requirements:
1. Shall not be used for the sale, repair, dismantling or servicing of any vehicles, equipment, materials or supplies.
  2. Shall be graded for proper drainage and provided with a bituminous asphalt or concrete paving surfacing maintained at all times in such a manner as to prevent the release of dust and to be free of dust, trash and debris.
  3. Off-street loading spaces that adjoin or are across the street from property zoned for any residential use, shall have a dense evergreen planting, fence, masonry wall or such other screening as may be determined by the Zoning Board of Appeals. The Zoning Board of Appeals shall also determine the height, location and density of screening used to provide adequate protection to adjoining property.
  4. Shall be provided with entrances and exits not less than twelve feet (12') in width and so located as to minimize traffic congestion.
  5. No portion of a vehicle shall project into a street or alley while being loaded or unloaded.
  6. Each off-street loading space shall be not less than ten feet (10') in width, thirty-five feet (35') in length, and fourteen feet (14') in height, exclusive of access drives. When more than three (3) spaces are required, the spaces other than the first three (3) shall be twelve feet (12') in width, sixty-five feet (65') in length, and fifteen feet (15') in height.
  7. Off-street loading space may occupy all or any part of any required yard space, other than the front yard or side yard adjoining a street.

10.16 Amount of space required. At least the following amounts of off-street loading space shall be provided, plus an area or means adequate for maneuvering, ingress and egress.

<u>Square feet of gross floor area</u>	<u>Required Number of spaces</u>
1. Retail stores, theaters, auditoriums, bowling alleys, hotels and wholesale establishments:	
Up to 20,000 square feet:	1
20,000 to 50,000 square feet:	2
50,000 to 100,000 square feet:	3
For each additional 100,000 square feet:	1 additional
2. Banks, office buildings, funeral parlors, hospitals and all other uses:	
Up to 100,000 square feet:	1
For each additional 100,000 square feet up to 500,000 square feet:	1 additional
For each additional 500,000 square feet:	1 additional
3. Industrial warehouse and storage buildings:	
Up to 20,000 square feet:	1
20,001 to 40,000 square feet:	2
40,001 to 70,000 square feet:	3
70,001 to 120,000 square feet:	4
120,001 to 200,000 square feet:	5
For each additional 100,000 square feet:	1 additional

10.17 Modifications. The Zoning Board of Appeals may advise and recommend on appeal, subject to final approval by the Village Board, modification, reduction or waiver of the foregoing requirements, if it should find that, in the particular case appealed the peculiar nature of the business, trade, industrial or other use, or the exceptional shape or size of the property or other exceptional situation or conditions, would justify such action.