

ARTICLE 21

OFF-STREET PARKING, LOADING, AND ACCESS DESIGN STANDARDS

Section 21.01 General Provisions for Off-Street Parking.

21.01.01 The regulations of this Article shall be met in all districts whenever any uses are established or any building or structure is erected, enlarged, or increased in capacity.

21.01.02 Plans and specifications showing required off-street parking spaces, including the means of access, ingress, egress, drainage and circulation shall be submitted to the Zoning Enforcement Officer and/or Village Engineer for review at the time of application for a building permit for the erection or enlargement of a building or at the time spaces are added or altered, unless a site plan is required under Article 12, Site Plan Review Procedures and Requirements, herein, in which case this requirement shall not apply.

21.01.03 No parking area or parking space which exists at the time this Ordinance becomes effective, or which subsequently thereto is provided for the purpose of complying with the provisions of this Ordinance, shall thereafter be relinquished or reduced in any manner below the requirements established by this Ordinance.

21.01.04 Residential Parking.

- (a) Single-family residential off-street parking spaces shall consist of a parking strip, driveway, garage or combination thereof, and shall be located on the premises they are intended to serve.
- (b) No parking shall be permitted on lawns or other unpaved areas on residential lots, with the exception of approved gravel parking areas.
- (c) Parking areas in a front yard shall be limited to a drive or driveway and shall not exceed thirty five percent (35%) of the front yard area.
- (d) Parking and storage of recreational vehicles and equipment and commercial vehicles shall be regulated as provided in Section 3.11, 3.29, and 3.30
- (e) Carports and garages shall be calculated as parking spaces on a one-to-one basis. Carports shall be enclosed or obscured at least 25% along all sides visible from public streets, residential districts or vehicular drives within the site

21.01.05 Location.

- (a) The parking of vehicles shall not be permitted except in an area that has been designated and improved to provide for such vehicle parking in accordance with the provisions of this Article.
- (b) Off-street parking for uses other than one family residential in the RM, RM-1, B-1, B-3 and OR District shall be located only in the side and rear yards and shall meet the setbacks of Section 21.01.06 Parking Lot Setbacks for Non-One-Family Residential Uses. The Planning Commission may allow parking in the front yard in consideration of

site characteristics such as lot size, configuration, site circulation, number of spaces required, topography, existing structures, parking arrangement on adjacent sites, views, uses across the street and similar features.

- (c) Off-street parking for uses other than one family residential in the B-2, B-4, M-1, and M-2 zoning districts are permitted in the front, side, and rear yards and shall meet the setbacks of Section 21.01.06 Parking Lot Setbacks for Non-residential Uses.
- (d) Off-street parking for all multiple-family and non-residential uses shall be either on the same lot or within lots under the same ownership and control as the lot or use being served, except where provided in (e), below.
- (e) Required parking may be provided off-site, on a lot or lots where there is a lease or shared parking agreement to accommodate parking, provided such arrangement is approved by the Planning Commission. Any lease or shared parking agreement shall include a provision that requires notification to the Zoning Enforcement Officer of any change in the terms or expiration. The Zoning Enforcement Office may allow modifications to parking agreements where parking compliance is achieved in some other manner or the Zoning Board of Appeals grants a variance.
- (f) All off-street parking required to meet the requirements of this article shall be provided within the same zoning district as the principal use and shall be within a convenient walking distance of the building entrances, as determined by the Planning Commission, except that valet parking may be provided elsewhere.
- (g) Parking is prohibited in the curb-lawn or tree-lawn (between curb and sidewalk) sections along public rights-of-way, on lawn areas or outside of designated parking spaces.

21.01.06 Parking Lot Setbacks for Non-Single Family Residential Uses. Parking lots, including drives and maneuvering aisles but excluding driveways, shall meet the setback requirement as set forth in the schedule of regulations for that district. Required parking lot setback areas shall be landscaped according to the standards of Article 19, Landscape Standards. The Planning Commission may waive this requirement where a shared access driveway, connected parking lots, or rear service drive is provided, or where landscaping or a wall is provided to screen views and headlight glare.

21.01.07 Change in Use or Intensity.

- (a) Whenever the use of a building or lot is changed, parking facilities shall be provided as required by this Article for the new use.
- (b) When an existing use changes employment, operations or activities that may produce parking demand in excess of available spaces, the village shall require documentation showing adequate parking is provided or will be expanded to meet the requirements of this Article.
- (c) If any building, structure or lot is increased through the addition of dwelling units, increase in floor area, increase in seating capacity or through other means, additional off-street parking shall be provided to bring the site into compliance with this article.
- (d) Any area once designated as required off-street parking shall not be changed to any other use unless and until equal facilities meeting the standards of this article are provided elsewhere, or the parking requirements of the site change as determined by the Zoning Enforcement official.

- (e) Off-street parking, existing at the effective date of this chapter, in connection with the operation of an existing building or use, shall not be reduced to an amount less than required for a similar new building or new use.

21.01.08 **Storage and Repair.** The use of required parking and loading areas for any other use shall be expressly prohibited.

21.01.09 **Shared Parking.** The shared provision of off-street parking for two (2) or more buildings or uses is permitted where the locational requirements of this article are met, and a written agreement is submitted as noted above. In such cases the total number of spaces provided collectively shall not be less than the sum of spaces required for each separate use. However, the Planning Commission may reduce the total number of spaces by up to 30% if they determine that the operating hours of the buildings or uses do not overlap.

21.01.10 **Additional Parking.** In order to minimize excessive areas of pavement which depreciate aesthetic standards and contribute to high rates of storm water runoff, the number of spaces provided shall not exceed 10% beyond the number required by this article, except as approved by the Planning Commission. In granting additional parking spaces, the Planning Commission shall determine such parking will be required to accommodate the use on a typical day, based on documented evidence provided by the property owner or applicant.

21.01.11 **Construction Parking.** During construction, gravel surfacing may be permitted for such temporary parking as determined by the Zoning Enforcement Officer.

21.01.12 **Deferred Parking Spaces.**

- (a) The Planning Commission may approve a lesser amount of parking, based upon demonstration by the property owner or applicant that the required amount of parking is greater than the intended use will generate. An area, to meet the parking space requirements of this Article, shall be retained as open space in the event additional parking is required. The site plan shall note the area where parking is being deferred, including dimensions and dotted parking lot layout. Any required landscaping placed within the “banked” parking area shall be replaced by the owner/applicant if the parking area is expanded. The owner shall agree to construct the additional parking, based on observed use, within six (6) months of being informed of such request from the Village.
- (b) Design of the storm water management facilities for the entire potential parking area (i.e., including the “banked” parking area) shall be carried out at the time of the planning commission’s approval of the lesser amount of parking. The construction of all storm water management facilities may not be required to serve the lesser amount of parking. In such cases, the property owner shall agree to construct the additional storm water management facilities when the additional parking is constructed. The site plan shall note the area where the deferred storm water management facilities will be constructed.

Section 21.02 Rules for Calculating Required Number of Parking Spaces.

21.02.01 Usable Floor Area and Gross Floor Area.

- (a) Where useable floor area or gross floor area is the unit for determining the required number of off-street parking spaces, the floor area shall be determined based upon a floor plan submitted as part of the site plan application.
- (b) Usable floor area (UFA) is defined as that area to be used for sale of merchandise or services, or for use to serve patrons, clients or customers. Usable floor area shall be measured from the interior faces of the exterior walls, and total usable floor area for a building shall include the sum of the usable floor for all floors. Floor area used or intended to be used principally for the incidental service, storage, installations of mechanical equipment, heating systems, sanitary facilities and similar uses shall be excluded from the computation.
- (c) Gross floor area (GFA) is defined as the sum of all gross horizontal areas of all floors of a building or buildings, measured from the outside dimensions of the outside face of the outside wall. Unenclosed courtyards or patios shall not be considered part of the gross area, except where they are utilized for commercial purposes such as the outdoor sale of merchandise.
- (d) Where the usable floor area cannot be established at the time of plan review, it shall be considered to be 85% of the gross floor area.

21.02.02 Bench Seating. In stadiums, sports arenas, churches, and other places of assembly in which those in attendance occupy benches, pews or other similar seating facilities, each twenty-four (24) inches of such seating shall be counted as one (1) seat. In cases where a place of assembly has both fixed seats and open assembly area, requirements shall be computed separately for each type and added together.

21.02.03 Employees. For requirements stated in terms of employees, the calculation shall be based upon the maximum number of employees likely to be on the premises at one time and may include overlap of employees during shift changes.

21.02.04 Capacity. For requirements stated in terms of capacity or permitted occupancy, the number shall be determined on the basis of the largest ratings by the local, county or state, building, fire or health codes.

21.02.05 Fractional Spaces. When the number of required parking spaces result in a fractional space, any fraction up to and including one-quarter (1/4) shall be disregarded and fractions over one-quarter (1/4) shall be counted as one (1) additional required space.

21.02.06 Public Parking is Available. Where a common municipal parking area is in existence, the off-street parking requirements can be waived, or reduced, if sidewalks are provided between the parking area and the lot is no more than a five hundred (500) foot distance measured along the sidewalks from the entrance of the establishment concerned. Any change in tenancy

or use shall be judged as sufficient cause for review by the Planning Commission for the purpose of determining off-street parking requirements.

21.02.07 **Two or More Uses Proposed.** The number of parking spaces required for land or buildings used for two or more purposes shall be the sum of the requirements for the various uses computed in accordance with this Article.

If a parking lot serves two or more uses where the operating hours of the uses do not overlap, the total number of required spaces may be less than the sum of requirements for each use, to a limit of the sum of one-half (1/2) of the parking requirements of each use. In no case, however, shall the number of spaces required be less than the sum of the largest number of spaces required for one use plus one-half (1/2) of the required spaces for each additional use. The Zoning Enforcement Officer shall determine the conditions of overlapping requirements and the amount of reductions in the required number of spaces which shall be permitted, in accordance with this subsection.

21.02.08 **Similar Uses.** Where a use is not specifically listed in the Schedule of Off-Street Parking Requirements below, the parking requirements of a similar use shall apply. The Zoning Enforcement Officer shall make the interpretation. The Zoning Enforcement Officer may also refer to national parking generation studies in determining the required parking calculation.

21.02.09 **Reduction or Modification of Required Spaces.** The required number of spaces in the tables that follow may be reduced or modified by the Planning Commission under the following circumstances:

- (a) A shared parking agreement or leased parking has been provided as noted in this Article.
- (b) Convenient municipal off-street parking is available to meet peak time parking demands of the use. The Village Council may require payment to offset acquisition, construction and maintenance costs.
- (c) The number of required spaces may be reduced in consideration of available curbside spaces within a convenient walking distance, but not those located fronting a residential use.
- (d) Where the applicant has provided a parking study, conducted by a qualified traffic engineer, that demonstrates that another standard would be more appropriate based on actual number of employees, expected level of customer traffic or actual counts at a similar establishment.

Section 21.03 Schedule of Off-Street Parking Requirements.

Table 21.01	
Use	Minimum Number of Parking Spaces
Residential	
Adult and Child Group Home Facilities	1.0 space for each employee on site at any one time
Adult and Child Day Care Facilities	2.0 spaces; plus 1.0 space and 1.0 drop-off space per eight adults or children of licensed authorized capacity
Assisted Living Facilities, Convalescent Homes and Nursing Homes, Children’s Homes	1.0 space for each four beds; plus 1.0 space for each two employees
Bed and Breakfast Inns	2.0 spaces for the owners of the bed and breakfast plus 1.0 space for each guest room
Dwellings, One and Two-Family	2.0 spaces for each dwelling unit.
Dwellings, Manufactured Housing Community	2.0 spaces per unit plus 1.0 space for each two employees of the park; plus 0.5 spaces per dwelling unit visitor parking
Dwellings, Multiple-Family	2.0 spaces for each dwelling unit; plus 0.5 spaces per dwelling unit for visitor parking
Dwellings, Elderly Housing Units	1.0 space for each two dwelling units, plus 1.0 space per employee
Institutional	
Churches, Temples and Similar Places of Worship and Related Establishments	1.0 space for each four seats of capacity
Essential Public Services	1.0 space per 100 square feet of UFA
Public and Quasi-Public Institutional Buildings, Structures and Uses with Fixed Seats	1.0 space per three seats of permitted capacity; or 1.0 space per six feet of benches, whichever is greater
Public and Quasi-Public Institutional Buildings. Structures and Uses without Fixed Seats	1.0 space per 100 square feet of UFA
Schools: Elementary and Middle	1.0 space for each employee; plus 50% of the spaces required for any assembly, auditorium and/or outdoor arena areas; plus a minimum of 10.0 pick-up/drop-off spaces and any necessary waiting or loading area for school buses
Schools: High Schools, Colleges, and Business/Vocational/Trade Schools	1.0 space for each employee plus 1.0 space for each ten students of the rated capacity; plus 50% of the requirements for any assembly, auditorium, and/or outdoor arena areas; plus a minimum of 10.0 pick-up/drop-off spaces and any necessary waiting or loading area for school buses

Commercial	
Automobile: Gasoline Stations and Repair Establishments	1.0 space for each gasoline pump, plus 2.0 spaces for each service bay plus 1.0 space for each employee; plus any spaces required for any accessory use such as retail and restaurants
Automobile: Dealerships and Other Types of Vehicle Dealers, New and Used (other types may include vehicles such as recreational vehicles, tractors, or commercial trucks)	2.5 spaces for each 1,000 square feet of interior sales area; plus 1.0 space for each service bay; plus 1.0 space for each two employees
Automobile: Wash Establishment (Automatic)	1.0 space per employee during peak shift; plus 12.0 stacking spaces for free-standing car washes or 6.0 stacking spaces when accessory to a gas station
Automobile: Wash Establishment (Manual)	2.0 spaces; plus 1.0 space per each employee on peak shift; plus 2 stacking spaces per bay
Automobile: Oil Change Establishment	3.0 spaces; plus 2.0 stacking spaces per service bay
Banquet Facilities	1.0 space per two persons of capacity authorized by the building code; or 15.0 spaces per 1,000 feet of UFA, whichever is greater
Barber Shops and Beauty Salons ,including Day Spas	2.0 spaces for each chair, plus 1.0 one (1) space for each employee
Conference Centers, Exhibit Halls and Similar Uses	1.0 space per two persons of capacity authorized by the Building Code; or 10.0 spaces per 1,000 square feet of UFA, whichever is greater
Convenience Store (with or without gasoline service)	4.0 spaces per 1,000 square feet of UFA; plus spaces required for automobile gasoline stations and service establishments as applicable
Downtown Uses – reduced requirements in recognition of the opportunities for shared parking and trips, and the proximity to residential areas and public parking areas	General commercial/retail uses - 4.0 spaces per 1,000 square feet of UFA Restaurants and similar uses – 1.0 space per 100 square feet of UFA Personal service establishments – 60% of the parking required below.
Dry Cleaners	2.0 spaces per 1,000 square feet of UFA; plus 2.0 stacking spaces for each drive-through lane
Funeral Homes and Mortuary Establishments	1.0 space for each fifty square feet of UFA in service parlors, chapels and receptions areas; plus 1.0 space for each fleet vehicle
Furniture, Appliance, Household Equipment Stores and Repair Shops	1.0 space for each four hundred square feet of UFA; plus 1.0 space for each employee

Garden Centers and Nurseries	1.0 space per 500 square feet of GFA of outdoor display, sales or storage area; plus 1.0 space per 200 square feet of GFA of indoor space; plus 1.0 space per employee
General Commercial and Retail Sales Establishments, not elsewhere classified, up to 25,000 square feet of gross floor area	5.0 spaces per 1,000 square feet of UFA
General Commercial and Retail Sales Establishments Greater than 25,000 square feet of gross floor area such as shopping centers, discount stores, club warehouses, home improvements centers and grocery stores	4.5 spaces for each 1,000 square feet of UFA
Hotels and Motels	1.0 space per guest room; plus 1.0 space per four employees during the peak shift; plus 10.0 spaces per 1,000 square feet of UFA of lounge, restaurant, conference, banquet rooms or exhibit space, if the majority of the patrons are expected to be hotel/motel guests. If they are not, then individual standards apply
Kennels	5.0 spaces plus 1.0 per employee
Lumber Stores	3.0 spaces per 1,000 square feet of UFA
Mini-Self-Storage Warehouse	3.0 spaces; plus 1.0 per employee
Private Clubs, Lodge Halls	1.0 space for each three persons of maximum capacity
Restaurants: Bars, Taverns, Lounges	20.0 spaces per 1,000 square feet of UFA
Restaurants: Fast Food, Drive-Through, and Drive-In	15.0 spaces per 1,000 square feet of UFA; plus 10.0 stacking spaces from the location where orders are placed
Restaurant: Standard	10.0 spaces per 1,000 square feet of UFA; plus spaces required for banquet or meeting rooms
Restaurant: Standard with Bars, Taverns, Lounges	15.0 spaces per 1,000 square feet of UFA; plus spaces required for banquet and meeting rooms
Restaurant: Carry-Out and Open Front Window	6.0 spaces; plus 1.0 space for each employee
Self-Serve Laundry	1.0 space for each two machines
Studios for Photography, Dance, Music, Art and Similar Uses	3.0 spaces per 1,000 square feet of UFA; plus 1.0 space per employee
Theaters, Cinemas, and Auditoriums	1.0 space per three seats; or 1.0 space per six feet of benches, whichever is greater
Video Arcade	1.0 space per 100 square feet of UFA; or 6.0 spaces, whichever is greater
Video Rental Establishments	10.0 spaces per 1,000 square feet of UFA

Office	
Banks, credit unions, and similar financial establishments	1.0 space per 200 square feet of UFA; plus four stacking spaces for each drive-up teller and each ATM
Banking centers separate from a financial establishment (including ATM's)	4.0 parking spaces for walk-up banking centers; or 4.0 stacking spaces for drive-through banking centers
Hospitals	1.75 spaces per bed; plus spaces for per 1,000 square feet of UFA devoted to office, research or other related uses; plus spaces for outpatient care centers as required
Professional and Business Offices	5.0 spaces per 1,000 square feet of UFA
Medical and Dental Offices, Clinics	6.0 spaces per 1,000 square feet of UFA
Outpatient Care Centers, Urgent Care Facilities or Other Similar Uses	2.0 spaces per exam or outpatient procedure/operating room; plus 1.0 pace for laboratory or recovery room; plus 1.0 space for each two rooms for employee parking
Veterinary Offices, Clinics and Hospitals	4.0 spaces per 1,000 square feet of UFA, excluding kennels or boarding areas
Manufacturing	
Light and General Manufacturing, Research Establishments, Testing Labs and Development Centers	2.0 spaces per 1,000 square feet of UFA; plus 5.0 spaces; plus 1.0 space for each corporate vehicle; plus spaces required for any office or sales area
Utility Substations	One (1) space for each employee
Warehousing and Wholesale Establishments	1.0 space for each 2,000 square feet of UFA ; plus 5.0 spaces; plus 1.0 space for each vehicle to be stored on the premises
Recreation	
Batting Cages	3.0 spaces per batting cage
Bowling Alleys	5.0 spaces for each alley plus parking for accessory uses as provided herein
Fitness Centers and Health Clubs	5.0 spaces per 1,000 square feet of UFA, plus required parking spaces for swimming pools, courts, restaurants and other uses
Golf Driving Range	1.0 space per two tees plus parking required for other uses on the site
Golf Course, Regulation (Public or Private)	6.0 spaces for each golf hole; plus 1.0 space for each employee; plus spaces required for each accessory use, such as a restaurant
Golf Course, Miniature Golf and "Par 3" Courses	2.0 spaces for each golf hole; plus 1.0 space for each employee; plus spaces required for each accessory use, such as a restaurant

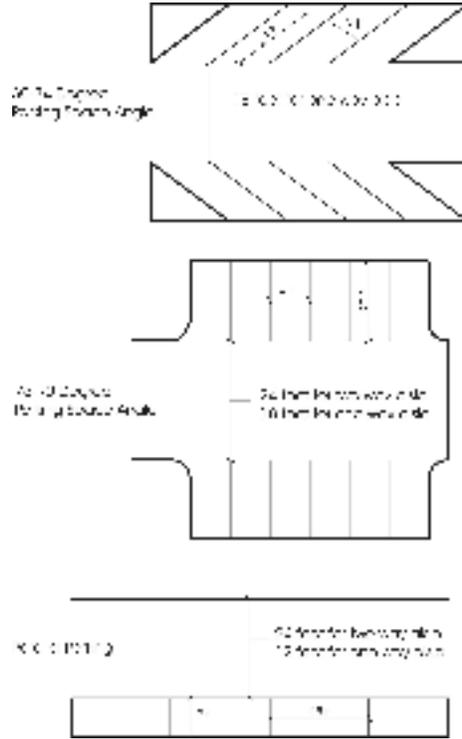
Municipal Recreation Centers	5.0 spaces per 1,000 square feet of UFA; plus spaces required for outdoor courts, field and facilities
Racquetball/Tennis Courts	1.0 space per 1,000 square feet of floor area; or 6.0 spaces per court, whichever is greater
Rolling or Ice Skating Rinks	One (1) space per three persons of capacity authorized by the Building Code
Swimming Pools	1.0 space per three persons of capacity authorized by the Building Code
Swimming Pool Clubs, Tennis Clubs, and similar uses privately operated	1.0 space for each two member families; plus spaces as required for each accessory use, such as restaurant

Section 21.04 Off-Street Parking Space Layout, Standards, Construction and Maintenance.

Wherever a parking lot is built, such parking lot shall be laid out, constructed and maintained in accordance with the following standards:

21.04.01 **Aisle Lane Widths, Parking Space Widths and Parking Space Length:** Aisles lane widths, parking space widths and parking space lengths are to be provided as shown in the table below. All spaces shall have adequate access by means of aisles or lanes. Aisles for access to all parking spaces on two-way aisles shall be designed and clearly marked for two-way movement. Aisles for angle parking spaces shall have one-way movement only and shall be clearly marked for one-way movement.

Table 21.02				
Parking Space Angle	Traffic Direction	Minimum Aisle Lane Width	Minimum Parking Space Width	Minimum Parking Space Length
30 to 74 degrees	One-way	18 feet	9 feet	21 feet
75 to 90 degrees	Two-Way	24 feet	9 feet	20 feet
Parallel	One-Way or Two-Way	12 feet – one-way 24 feet – two-way	9 feet with a minimum 4 foot wide maneuvering area between each space	25 feet



- 21.04.02 **Storm Water Drainage:** All off-street parking areas shall drain into the appropriate facilities for handling storm water run-off and shall be directed to prevent direct drainage onto abutting properties, toward buildings, or onto public streets.
- 21.04.03 **Surface Treatment.** Surfaces of parking lots containing four (4) or more parking spaces shall be constructed and maintained with concrete or asphalt surfaces and curb and gutters in accordance with Village standards. The entire parking lot includes maneuvering lanes and driveways. All parking spaces in paved lots shall be demarcated with striping.
- 21.04.04 **Curbs.** A raised or rolled concrete curb at least six (6) inches in height shall be installed with the construction of all driveways, parking lots, access lanes and other vehicle maneuvering areas to prevent motor vehicle conflicts with abutting landscape areas, sidewalks, streets, buildings or adjoining property.
- 21.04.05 **Maneuvering Lanes:** All off-street parking areas that make it necessary or possible for vehicles to back directly into a public street are prohibited provided that this prohibition shall not apply to off-street parking areas of one-family or two-family dwellings
- 21.04.06 **Ingress and Egress** Ingress and egress to parking lots shall be provided for all vehicles by means of clearly limited and defined drives. One-way driveways shall be a minimum of twelve (12) feet wide and two-way driveways shall be a minimum of twenty four (24) feet wide.

- 21.04.07 **Small Vehicles.** A limited number of spaces in each parking lot may be provided for parking of smaller vehicles. The number of such spaces shall not exceed ten percent (10%) of the required spaces. The spaces shall be clearly identified through the use of signs and/or pavement markings as being for small vehicles. Small vehicle parking spaces shall be a minimum of seven and a half (7.5) feet wide and a minimum of eight (8) feet long.
- 21.04.08 **Overhang of Curbs and Sidewalks.** If parking spaces on the outer edge of the lot abut a curb, a credit of one and one-half (1.5) feet shall be given toward the length of the space to account for vehicle overhang. If the spaces abut a sidewalk, the sidewalk must be a minimum of eight (8) feet wide.
- 21.04.09 **Stacking Spaces.** Stacking spaces shall be nine (9) feet wide and twenty-five (25) feet long. Stacking spaces shall be illustrated on the site plan and shall not block driveways, parking aisles or circulation around a building or restrict access to waste receptacles and loading areas.
- 21.04.10 **Pavement Markings.** All parking and loading spaces shall be delineated with pavement markings. The visibility of pavement markings delineating parking and loading spaces and directional control shall be maintained.
- 21.04.11 **Barrier Free Parking:**
- (a) Off-street parking facilities required for buildings under separate ordinances or zoning laws shall be provided in accordance with the provisions of the Americans with Disabilities Act of 1989, as amended.
 - (b) Each reserved parking space shall be not less than eight (8) feet wide and adjacent to an access aisle not less than five (5) feet wide.
 - (c) Where a curb exists between a parking lot surface and a sidewalk surface, an inclined approach or a curb cut with a gradient of not more than one (1) foot in twelve (12) feet and a width of not less than four (4) feet shall be provided for wheelchair access.
 - (d) Parking spaces for the physically handicapped shall be located as close as possible to walkways and entrances. There shall be a barrier free route of travel from the parking space to the front entrance of the building. Where possible this route shall not cross parking lot maneuvering lanes. Signs shall be provided when necessary indicating the direction of travel to an accessible entrance.

Table 21.03	
Michigan Barrier Free Parking Requirements	
Total Number of Spaces in the Parking Lot	Required Number of Handicap Accessible Spaces
Up to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	8
301 to 400	12
Over 400	12; plus 2 for every 250 or fraction thereof over 400

Section 21.05 Off-Street Loading Facilities.

- 21.05.01 **Applicability:** In connection with every building or part thereof hereafter erected, except one-family and two-family dwellings, off-street loading and unloading spaces for uses which customarily receive or distribute material or merchandise by vehicles shall be provided on the same lot with such buildings. Off-street loading spaces are hereby required in order to avoid interference with public use of streets and parking areas.
- 21.05.02 **Not Required Parking:** Required loading areas shall not be included in calculations for off-street parking space requirements
- 21.05.03 **Review Required.** Plans and specifications showing required loading and unloading spaces and the means of ingress and egress and internal circulation shall be submitted to the Zoning Enforcement Officer and appropriate State or County agency for review at the time of application for a building permit for the erection or enlargement of a use of a building or structure or at the time such spaces are added or altered, except as required in Article 12, Site Plan Review Procedures and Requirements herein, in which case this requirement shall not apply.
- 21.05.04 **Size of Spaces.** The size of all required loading/unloading spaces shall be at least ten (10) feet by fifty (50) feet or five hundred (500) square feet for office uses and at least ten (10) feet by seventy (70) feet or seven hundred (700) square feet in areas for commercial and industrial uses, with a clearance of at least fourteen (14) feet in height.

12.05.05 **Number of Spaces.** The minimum number of loading spaces in all zoning districts shall be provided in accordance with the following table. The Planning Commission may modify these requirements upon making the determination that another standard would be more appropriate because of the number or type of deliveries experienced by a particular business or use.

Table 21.04	
Usable Floor Area in Square Feet	Loading and Unloading Space Required in Terms of Square Feet of Useable Floor Area
0 – 5,000	None
5,001-20,000	One (1) space
20,001-100,000	One (1) space; plus one (1) additional space for each 20,000 square feet in excess of 20,001 square feet
100,001-500,000	Five (5) spaces; plus one (1) additional space for each 40,000 square feet in excess of 100,001 square feet
500,001- and over	Fifteen (15) spaces; plus one (1) additional space for each 80,000 square feet in excess of 500,001 square feet

21.05.06 **Location.** Loading spaces shall meet the following location requirements:

- (a) Loading spaces shall be provided off-street in the rear or side yard behind the front building line of the principal structure and shall not be permitted in the front yard or where visible from a street or residential district.
- (b) Loading spaces shall meet parking space setback requirements.
- (c) For sites with frontage on U.S. 23 right-of-way, loading spaces are permitted in those areas. Additional landscaping is required for sites abutting the U.S. 23 right-of-way per Section 19.05.04.
- (d) Loading spaces shall not be closer than fifty (50) feet to any residential district property line.
- (e) Where the loading space requires an overhead door on the building elevation, the overhead doors shall not be visible from the street.
- (f) In accordance with Section 19.05.06, the Planning Commission has the discretion to require additional screening beyond the requirements of Article 19 in order to provide adequate screening of loading areas from abutting properties.

21.05.07 **Access and Vehicular Movement.** Site Plans shall illustrate expected vehicular path and turning radii of loading/unloading vehicles to demonstrate there are no conflicts with internal circulation, parking and accessory structures. Off-street loading facilities that make it necessary or possible to back directly into a public street shall be prohibited. All maneuvering of trucks and other vehicles shall take place on the site and not within a public right-of-way.

21.05.08 **Surface.** Loading dock approaches and loading spaces shall be surfaced with asphalt or concrete paving so as to provide permanent, durable and dustless surface with a base sufficient to accommodate expected vehicle weight.

- 21.05.09 **Storm Water Drainage.** Loading areas shall be graded and drained consistent with the storm water drainage standards for parking lot described in Section 21.04.02.
- 21.05.10 **Storage and Repair.** The storage of merchandise, sale of motor vehicles, storage of inoperable vehicles or repair of vehicles is prohibited in required loading spaces.
- 21.05.11 **Change in Use or Intensity.**
- (a) Whenever the use of a building or lot is changed, loading facilities shall be provided as required by this article for the new use.
 - (b) If any building, structure or lot is increased in floor area or through other means, additional loading shall be provided to bring the site into compliance with this article.
 - (c) Any area designated for required loading shall not be changed to any other use unless and until equal facilities meeting the standards of this article are provided elsewhere, or the loading requirements of the site change as determined by the Zoning Enforcement Officer.
 - (d) Loading facilities, existing at the effective date of this Article, in connections with the operation of an existing building or use, shall not be reduced to an amount less than required for a similar new building or new use.
 - (e) When changes in activity occur that may produce loading demand in excess of available loading facilities, the Village shall require documentation showing adequate loading facilities be provided or will be expanded to meet anticipated needs.

Section 21.06 Site Access Location and Design (Access Management).

The standards of this section are intended to preserve the capacity of the street system and to minimize potential for traffic collisions, in balance with the need to provide reasonable access to properties.

- 21.06.01 **Location in General.** Driveways shall be located to minimize interference with the free movement of traffic, to provide adequate sight distance and to provide the most favorable driveway grade. Driveways, including the radii but not including right turn lanes, passing lanes and tapers, shall be located entirely within the right-of-way frontage, unless otherwise approved by the Village and upon written certification from the adjacent property owner agreeing to such encroachment.
- 21.06.02 **Number of Driveways.** The number of commercial driveways (not including driveways for two-family dwelling units or unmanned public utility uses) shall be the minimum necessary to provide reasonable access for regular traffic and emergency vehicles, while preserving traffic operations and safety along streets.
- 21.06.03 **Driveway Spacing from an Intersection.** Minimum spacing requirements between a proposed driveway and an intersection either adjacent or on the opposite side of the street may be set on a case-by-case basis but in no instance shall be less than the distances listed below. The following measurements are from the near edge of the proposed driveway, measured at the throat perpendicular to the street, to the near lane edge of the intersecting street or pavement edge for uncurbed sections

Table 21.05		
MINIMUM COMMERCIAL DRIVEWAY SPACING FROM STREET INTERSECTIONS		
Location of Driveway	Minimum Spacing for a Full Movement Driveway	Minimum Spacing for a Channelized Driveway Restricting Left Turns
Along Major Thoroughfare, intersecting street is a Major Thoroughfare	250 feet	125 feet
Along Major Thoroughfare, intersecting street is not a Major Thoroughfare	200 feet	125 feet
Along other Roads	75 feet	50 feet

21.06.04 **Minimum Spacing between Driveways.** Minimum spacing between two commercial driveways shall be determined based upon posted speed limits along the parcel frontage. The minimum spacings indicated below are measured from centerline to centerline

Table 21.06	
Posted Speed Limit (MPH)	Minimum Driveway Spacing (in feet)
25	130
30	185
35	245
40	300
45	350
50 and higher	455

21.06.05 **Offset.** To reduce left-turn conflicts, commercial driveways should be aligned with driveways or streets on the opposite side of the roadway where possible. If alignment is not possible, driveways should be offset based upon the posted speed limit along the parcel frontage. The minimum spacing indicate below are measured from centerline to centerline.

Table 21.07	
Posted Speed Limit (MPH)	Minimum Driveway Spacing (in feet)
25	255
30	325
35	425
40	525
45	630
50 and higher	750

21.06.06 **Access Management In the B-4 District.** Sites in the B-4 district shall also be subject to the following regulations. Where these regulations conflict with other regulations in this section, the more restrictive standard shall apply.

- (a) Access shall be limited to planned entrances along M-50. Additional access points shall only be considered if spaced at least 500 feet apart and a traffic impact study demonstrates overall traffic operations and safety will be improved. The Village may require access points be shared or via a channelized design for right turns only via internal access roads.
- (b) Stacking or queuing depth at site access points shall be sufficient to accommodate expected peak hour volumes without conflict to inbound or internal circulation. Access points along internal streets shall be setback at least 150 feet from the M-50 curbline to promote good traffic operations at the intersections.
- (c) Where possible, the interior drive system shall provide circulation between uses in order to minimize the need for traffic to access M-50 when traveling to an abutting or nearby site.

21.06.07 **Modification of Standards.** Given the existing built conditions through much of the Village, the standards above may be modified by the Planning Commission on a case-by-case basis depending upon analysis of existing and expected traffic operations, and restrictions imposed by current development or site conditions. The Planning Commission may require preparation by the applicant of a traffic study and/or a review by the Village Engineer to assist in their decision. In no case, however, shall the minimum distance between driveways be less than sixty (60) feet. The Planning Commission may require a shared access system as described in section 21.02.07.

21.06.08 **Shared Access System.** The Planning Commission may require a shared access system where it is determined to have a beneficial impact on traffic operations and safety. This determination shall be based on the expected traffic patterns, existing traffic conditions and the feasibility for shared access. This shared access system could involve a shared driveway, connections of parking lots or a drive connecting two or more lots or uses, access from a side street, a shared driveway or service road connecting two or more properties or uses. In such cases a shared access agreement shall be provided to the Village.

21.06.09 **Changes in Use.** When a use is proposed to change or expand, the Planning Commission may require the removal or redesign of access points to bring the site closer to conformity with this Section