

1106. OFF-STREET PARKING AND LOADING

1106.1 Purpose

The purpose of this chapter is to:

- A. Protect residential neighborhoods from on-street parking;
- B. Promote the general convenience, welfare, and prosperity of commercial developments;
- C. Relieve congestion so that streets can be utilized more fully for movement of vehicular traffic.

1106.2 Applicability

All vehicular use areas (i.e., off-street parking spaces, loadings spaces, driveways, and access roads) shall be provided in conformance with the provisions of this chapter prior to occupying and building, structure, land, or portion thereof consistent with the following:

- A. **New Uses and Buildings.** The requirements of this chapter shall apply to all buildings or uses constructed or established after the effective date of this code.
- B. **Existing Uses and Buildings.** Whenever an existing building or use is changed or enlarged in floor area, number of employees, number of dwelling units, seating capacity, or otherwise to create a need for an increase in parking, the applicant shall provide a parking plan per section XXX that identifies the additional parking spaces required based on the expansion.

1106.3 Parking Plan⁶¹

- A. A parking plan shall be required for all uses, except for single family dwellings and two family dwellings. The parking plan shall be submitted to the city for review as part of the site plan application.
- B. The parking plan shall provide the following:
 - 1. The boundaries of the property;
 - 2. The number and location of parking spaces;

⁶¹ New

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1106.4: Determination of Required Off-Street Parking Spaces

3. Arrangement of parking aisles;
4. Location of driveway entrances;
5. Provisions for vehicular and pedestrian circulation;
6. Location of sidewalks, curbs, lighting, and other similar site amenities;
7. Location of utilities, infrastructure, and signs;
8. Location of landscaped areas including the location of vegetation to be planted as required per section XXX; and
9. Any other relevant information requested by the building department.

1106.4 Determination of Required Off-Street Parking Spaces

In computing the number of parking spaces required by this zoning code, the following rules shall apply:

- A. Where floor area is designated as the standard for determining parking space requirements, floor area shall be the sum of the gross horizontal area of all the floors measured from the exterior faces of the building. Any floor or part thereof used for storage or packaging of merchandise, not to exceed 20 percent of the total floor area, may be excluded.
- B. Where seating capacity is the standard for determining parking space requirements, the capacity shall mean the number of seating units installed or indicated, or when fixed seats are not indicated, the capacity shall be determined as being one seat for each 20 square feet of floor area of the assembly room.
- C. Where employees are the standard for determining parking space requirements, employees shall mean the maximum number of employees on any two successive shifts.
- D. Fractional numbers shall be rounded up to the next whole number.
- E. The parking spaces required for mixed uses shall be the sum of the parking required for each use considered separately.

1106.5 Off-Street Parking Requirements

- A. **Location Requirements.** The location of off-street parking spaces shall be regulated by the following:
 1. The parking spaces required for residential buildings in a Residential District shall be located on the same lot with the building or use served.

2. The parking spaces required for any other building or use may be located on another permissible area within 300 feet of the building and two or more owners of the buildings may join together in providing the required parking spaces. Where the required parking spaces are not located on the same lot with the building or use served, the usage of the lot or tract upon which the parking spaces are provided shall be restricted by an instrument of record describing the premises for which the parking is provided and assuring the retention of such parking so long as required by this zoning code.
 3. No parking of a motor vehicle shall be permitted nor shall any person park a motor vehicle in a landscaped front yard.
- B. Required Number of Parking Spaces.** The required number of off-street parking spaces for each facility or use shall be determined per Table XXX. For a use not specified, the planning commission shall apply the standard for a specified use which the commission determines to be most similar to the proposed use.

TABLE 1106.5-1: REQUIRED NUMBER OF PARKING SPACES

Principal Building or Use	Minimum Spaces Required (unless specified otherwise)
Residential Uses	
Dwelling, Single Family Detached	2 spaces/dwelling – both spaces shall be located in an enclosed garage
Dwelling, Single Family Attached	2 spaces/dwelling unit – one space/dwelling unit shall be located in an enclosed garage
Dwelling, Two Family	2 spaces/dwelling unit – one space/dwelling unit shall be located in an enclosed garage
Dwelling, Multi-Family	2 spaces/dwelling unit
Dwelling, Live/Work	2 spaces/dwelling unit
Residential Facility	1 space/every 2 beds
Residential Treatment Facility	1 space/every 2 beds
Public/Institutional Uses	
Cemetery	N/A
Education Facility, Pre-K, Elementary, and Junior High	2 spaces/classroom
Education Facility, high school	10 spaces/classroom
College/University/Trade School	10 spaces/classroom
Governmental Facility	1 space/500 sq. ft. of floor area
Library	1 space/500 sq. ft. of floor area
Museum	1 space/300 sq. ft. of floor area

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1106.5: Off-Street Parking Requirements

TABLE 1106.5-1: REQUIRED NUMBER OF PARKING SPACES

Principal Building or Use	Minimum Spaces Required (unless specified otherwise)
Public Parks or Playground	N/A
Religious Facility	1 space/4 seats
Transit Center	As determined by the building commissioner based on the site plan
Utility Substation	N/A
Commercial Uses	
Adult Entertainment Establishment	1 space/400 sq. ft. of floor area
Animal Training, Boarding, Pet Day Care	1 space/500 sq. ft. of floor area + 1 space/employee on the largest shift
Art Gallery/Studio	1 space/400 sq. ft. of floor area
Assisted Living Facility and Skilled Nursing Care	1 space/500 sq. ft. of floor area + 1 space/employee on the largest shift
Automotive Fueling/Charging Station	1 space/500 sq. ft. of floor area + 1 space/employee on the largest shift
Automotive Repair Facility	4 spaces/bay + 1 space/employee on the largest shift
Automotive Sale or Leasing	2 spaces/employee on the largest shift + dedicated inventory parking
Automotive Washing Facility	1 space/employee on the largest shift
Bar and Tavern	1 space/50 sq. ft. of floor area or 1 space/3 seats, whichever is greater
Bed and Breakfast	1 space/bedroom + 2 spaces for the owners of the residence
Brewery, Distillery, Winery, Cidery	1 space/50 sq. ft. of floor area or 1 space/3 seats, whichever is greater
Check Cashing, Short Term Loan	1 space/400 sq. ft. of floor area
Conference or Convention Center	1 space/3 persons based on the maximum occupant limit
Construction and Large Equipment Rental, Sale, or Service	1 space/employee on the greatest shift
Convenience Store	1 spaces/150amaz sq. ft. of floor area
Day Care	1 space/500 sq. ft. of floor area + 1 space/employee on the greatest shift
Financial Establishment	1 space/400 sq. ft. of floor area
Fireworks Retailer	1 space/400 sq. ft. of floor area
Fitness Center and Studio	1 space/200 sq. ft. of floor area
Food and Beverage, counter service	1 space/50 sq. ft. of floor area or 1 space/3 seats, whichever is greater
Food and Beverage, table service	1 space/50 sq. ft. of floor area or 1 space/3 seats, whichever is greater
Funeral Home and End of Life Services	1 space/4 seats
Home, Business Improvement Service	1 space/200 sq. ft. of floor area
Hospital	1 space/4 beds + 1 space/employee on largest shift
Hotel, Motel	1 space/guest room + 1 space/employee on largest shift

TABLE 1106.5-1: REQUIRED NUMBER OF PARKING SPACES

Principal Building or Use	Minimum Spaces Required (unless specified otherwise)
Landscaping Business and Retail	1 space/300 sq. ft. of retail space + 1 space/employee on largest shift
Mixed Use	The applicable parking regulations for the uses contained within the mixed use development, as dictated by this table
Night Club and Live Music Venue	1 space/100 sq. ft. of floor area
Medical Clinic, Urgent Care	1 space/200 sq. ft. of floor area
Office	1 space/400 sq. ft. of floor area
Personal Service	1 space/400 sq. ft. of floor area
Private Club, Lodge	1 space/400 sq. ft. of floor area
Radio, Television Studio	1 space/employee on largest shift
Recreation/Entertainment Facility, bowling alley	1 space/lane + 1 space/employee on largest shift
Recreation/Entertainment Facility, sports courts	2 spaces/sports court
Recreation/Entertainment Facility, all others	1 space/200 sq. ft. of floor area
Retail Sales, Small Scale	1 space/300 sq. ft. of floor area
Retail Sales, Large Scale	1 space/450 sq. ft. of floor area
Self-Storage Facility	2 spaces + 1 space/employee on largest shift
Showroom	1 space/500 sq. ft. of floor area
Small-Format Discount Store	1 space/300 sq. ft. of floor area
Stone or Monument Work	1 space/employee on largest shift
Theater	1 space/4 seats
Vape, Tobacco, CBD Sales	1 space/400 sq. ft. of floor area.
Veterinarian Office and Animal Hospital	1 space/per treatment room + 1 space/employee on largest shift
Wireless and Cellular Telecommunication Facilities	N/A
Wholesale Facility	1 space/employee on largest shift
Industrial Uses	
Food Production or Processing	1 space/employee on largest shift
Fulfillment and Distribution Center	1 space/employee on largest shift
Laboratory	1 space/employee on largest shift
Manufacturing, Artisan	1 space/employee on largest shift
Manufacturing, Heavy	1 space/employee on largest shift
Manufacturing, Light	1 space/employee on largest shift

TABLE 1106.5-1: REQUIRED NUMBER OF PARKING SPACES

Principal Building or Use	Minimum Spaces Required (unless specified otherwise)
Processing, Storage, or Production of Hazardous Materials, Liquids, or Gases	1 space/employee on largest shift
Research and Development Facility	1 space/employee on largest shift
Solar Farm	N/A
Truck Terminal	1 space/employee on largest shift
Warehousing	1 space/employee on largest shift

- C. Parking Requirements for the Disabled.** Applicants shall provide parking spaces for the disabled as required by the Ohio Basic Building Code and shall include all necessary markings, striping, and signage.
- D. Bicycle Parking⁶²**
 - 1. All non-residential and multi-family uses shall provide bicycle racks or other accommodations to allow for the storage of bicycles within 50 feet of a pedestrian entrance into the building. The building commissioner may grant a waiver of this requirement if the applicant can provide adequate justification of why this standard is not applicable for a specific site or development.
 - 2. The location of bicycling racks should not obstruct access to building entrances or vehicular use areas.
- E. Parking of Commercial-Scale Vehicles.**
 - 1. No person shall stand, store, or park any vehicle or trailer on any private property that has been zoned for residential use, except for the minimum time period that may be required in the usual course of business for making a delivery, that meets any of the following:
 - a. The vehicle is in excess of 8,500 pounds net weight;
 - b. The vehicle is in excess of eight feet in overall vehicle height, including any rooftop accessories; and
 - c. The vehicle is in excess of 20 feet in overall vehicle length.

⁶² New

2. No person shall store or park any vehicle or trailer in excess of 6,000 pounds net weight on any private property that has been zoned for residential use, except if the vehicle is parked on a paved parking surface in the side or rear yard or in an enclosed garage.
3. If a variance is requested of the contents within section 1105.6(B), in addition to all other powers and duties it possesses, the Board of Zoning Appeals may place further restrictions on the areas of residential property on or within which such vehicles may stand, be stored, or parked.

F. Parking of Motor Vehicles to be Serviced. The parking of licensed motor vehicles to be serviced at an automotive repair facility, or to be retrieved by vehicles' owners after being serviced, when such vehicles are parked on the same lot as the automotive repair facility shall conform to the following:

1. A licensed motor vehicle to be serviced or which has been serviced at an automotive repair facility shall be parked on the lot of such facility for a period not to exceed 48 hours.
2. Motor vehicles to be serviced or which have been serviced at an automotive repair facility shall only be parked in locations approved on the site plan per section XXX.

1106.6 Modification of Requirements

A. Providing Fewer Parking Spaces Than Required.⁶³ The planning commission may approve a reduction in the number of required spaces up to 50 percent as part of the site plan review. The applicant shall provide justification for the reduction based on the parking demand of the proposed use, number of typical patrons or employees, shared parking, off-street parking, alternative transportation, or other similar reason. As part of the approval, the planning commission may require the applicant to reserve land on the subject property to be reserved for a future parking area. If an applicant requests a reduction of more than 50% of the required number of parking spaces, that request will be subject to the decision of the Board of Zoning Appeals.

⁶³ New

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- B. Allowance for Shared Parking⁶⁴.** Land uses that are located next to each other, whether within the same lot or on adjacent lots, and which are not normally open, used, or operated during the same hours, may enter an agreement to share parking facilities, provided not more than 50 percent of the required parking spaces are shared. In any case where the required parking spaces are collectively or jointly provided and used, a written agreement thereby assuring their retention for such purposes shall be properly drawn and executed by the parties concerned and filed with the application for a building permit.
- C. Multiple and Mixed Use Developments.** In a multiple use or mixed use development, the planning commission may approve a lesser number of parking spaces than specified in Table XXX. The planning commission shall determine if the application of the standards will result in an excessive number of parking spaces and that a lesser number of spaces, by virtue of overlapping occupancy, different hours of operation, varying peak demand, is appropriate and consistent with the regulations within this chapter.
- D. Excessive Parking Area Requested.** The planning commission may restrict the amount of parking spaces and size of the parking area when the amount of parking exceeds the minimum requirement per Table XXX for a particular use and the commission determines the amount of parking is excessive. The planning commission may permit additional parking to be developed at a future time when the applicant can demonstrate the need for additional parking.
- E. Phasing Plan for Parking Construction⁶⁵.** The applicant may request to phase the construction of the required number of parking spaces. The phasing plan must be submitted to planning commission as part of the site plan review process. The phasing plan shall include the location and layout of the required parking spaces with a clear indication of each proposed phase of construction.

1106.7 Parking Facility Design

- A. Parking Space and Aisle Size and Dimensions.** The minimum width for a circulation aisle and each off-street parking space, open or enclosed, shall conform with the following regulations.

⁶⁴ Revision to language

⁶⁵ New

TABLE 1106.7-1: PARKING SPACE AND AISLE DIMENSIONS

Parking Orientation	One-Way Aisle Width	Two-Way Aisle Width	Space Width	Length of Space
Parallel Space	12 feet	20 feet	9 feet	21 feet
45 degrees	13 feet	20 feet	9 feet	20 feet
60 degrees	18 feet	22 feet	9 feet	20 feet
90 degrees	22 feet	24 ⁶⁶ feet	9 feet	20 feet

- B. Surfacing.** All required parking spaces, loading areas, driveways, access drives, circulation areas, and any other vehicular use areas, shall be surfaced either with concrete or asphalt, or any other surface that is approved by the city engineer. This applies to all residential driveways, alleys, and access drives as well.
- C. Drainage.** All required spaces, together with driveways and other circulation aisles, shall have adequate provision for underdrainage and for the disposal of storm water, so that water flow shall not flow onto adjoining property or adjacent sidewalks in a quantity or manner that would be detrimental thereto, or inconvenient to persons using the sidewalk.
- D. Curbs**
1. A curb, at least four inches in height, shall be installed and maintained along the perimeter of a parking or loading area in accordance with the following:
 - a. When abutting a landscaped area;
 - b. When located in a front yard; or
 - c. When a commercial or public parking lot is located adjacent to a residential zoning district or use.
 2. The city engineer may waive curbing requirements in certain areas for the purpose of drainage⁶⁷.

⁶⁶ Current code requires 26 feet for parallel and 90 degrees. That is more than typically required. Regulations proposed that align more typically with codes today.

⁶⁷ New

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3. Parking blocks shall not be used in place of curbing requirements. Additionally, parking blocks located next to each other does not meet the curbing requirements of this section⁶⁸.
- E. Markings.** The location of each parking space, and the location and direction of movement along the driveways providing access thereto, shall be indicated upon the surface by raised directional signs or by markers or other similar measures placed in or on the surfacing.
- F. Landscaping and Screening.** Landscaping within and screening of parking areas shall be provided in accordance with section XXX.
- G. Lighting.** Parking lot landscaping shall conform with the lighting regulations set forth in section XXX.
- H. Stacking Spaces**
1. **Applicability.** Establishments which by their nature create lines of customer waiting to be served within automobiles shall provide stacking spaces that are on the same lot as the use, in addition to the required number of parking spaces per Table XXX. The required stacking spaces shall not extend into or be within the public right-of-way, access drives, or circulation areas⁶⁹. Stacking spaces shall meet the following requirements set forth in Table XXX.

TABLE 1106.7-2: STACKING SPACE REQUIREMENTS

Activity	Minimum Number of Required Stacking Spaces	Measured From
Food and beverage use with drive-thru or pick-up window	12 for a single lane 6 per lane for 2 or more lanes	Pick-up window
Financial institutions or ATM	6	Teller, window, or ATM
Automotive fueling facility	2 per fuel pump	Pump island
Pharmacy	5 for a single lane 3 per lane for 2 or more lanes	Pick-up window
Automotive washing facility, automatic	6 per lane	Outside of washing bay
Automotive washing facility, self-service	4 per lane	Outside of washing bay
Other	As determined by the building commissioner	

⁶⁸ New

⁶⁹ Added language about access drives and circulation areas

2. **Dimensions.** Each stacking space shall have an area not less than 160 square feet (measured 8 feet by 22 feet) exclusive of access drives and parking aisles.
 3. **Modifications⁷⁰.** The planning commission may require additional stacking spaces than specified in this section for uses that have extremely high-demand use periods that cause long waiting lines, such as fast food restaurants or drive-thru coffee shops. In such cases, the building commissioner shall work with the applicant to ensure that the site plan can accommodate the anticipated intensity of demand and forward a recommendation to the planning commission.
- I. Delivery Vehicles⁷¹.** Vehicles that are used by a businesses for deliveries, or for similar purposes, that have commercial identification on them, shall be parked or stored at the rear of the building, when feasible. When based on the size or orientation of a lot, parking of such vehicles in the rear is not feasible, then such vehicles shall be parked in a designated location as identified on the site plan.
- J. Parking Structures⁷².** Above-ground parking structures shall comply with the following standards:
1. Parking structures shall meet the minimum setback requirements for the principal structure in the district where they are located, and when possible, shall be located at the rear of the building.
 2. Parking structures shall be designed to architecturally screen the view of parked cars and shall be visually similar in character and scale to adjacent buildings, as applicable.
 3. Vehicle entries to parking structures shall be integrated into the placement and design of adjacent buildings or oriented away from the primary street frontage.
 4. One-half of the area occupied by supporting columns may be included in determining the width and area of each parking space. The minimum height of each parking space shall be seven feet.
- K. Electric Vehicle Charging Stations⁷³.** Electric vehicle (EV) charging stations are subject to the following:

⁷⁰ New

⁷¹ New

⁷² New – Do you want/need this?

⁷³ New

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1. Level 1 and Level 2 EV charging stations are allowed as an accessory use to any permitted principal use in any district. Level 3 EV charging stations are allowed as an accessory use to any multi-family residential use or any non-residential use.
2. The location of such spaces shall be approved on a site plan or by the building commissioner when a site plan is not required.
3. Up to 10 percent of the required number of off-street parking spaces may be used and designated for EV charging stations. If the applicant wants to designate more than 10 percent of the required number of off-street parking spaces, such request shall be approved by planning commission. The applicant shall justify why the number of EV charging stations are needed and that the remaining off-street parking spaces are adequate to accommodate the use's typical parking demand.
4. EV charging station spaces shall be reserved and designated for the charging of electric vehicles only. Information regarding amperage and voltage levels, time limits, cost, tow-away provisions, and contact information must be posted at the spaces.
5. EV charging station spaces may be located in any yard.
6. EV charging stations shall not interfere with vehicle, bicycle, or pedestrian access and circulation, or with required landscaping.

1106.8 Off-Street Loading Requirements

- A. **Number of Required Loading Spaces.** Every building or part thereof erected or occupied for retail business, service, manufacturing, storage, warehousing, hotel, mortuary, or any other use similarly involving the receipt or distribution by vehicles of materials or merchandise, shall provide and maintain on the same premises loading spaces in accordance with Table XXX⁷⁴.

TABLE 1106.8-1: LOADING SPACE REQUIREMENTS

Gross Floor Area of Principal Building	Number of Required Loading Spaces
0-10,000 square feet	0
10,001 square feet – 50,000 square feet	1
50,001 square feet – 100,000 square feet	2

⁷⁴ New table – enhanced loading space requirements

TABLE 1106.8-1: LOADING SPACE REQUIREMENTS

Gross Floor Area of Principal Building	Number of Required Loading Spaces
100,001 square feet – 200,000 square feet	3
Each additional 100,000 square feet	1
0-10,000 square feet	0

- B. Dimensions.** Each loading space shall be at least 10 feet wide, 25 in length, and have a height clearance of 14 feet.
- C. Location**
 - 1. All required loading spaces shall be located on the same lot as the use served.
 - 2. Streets, sidewalks, alleys, or other public right-of-way or other public property shall not be used for loading purposes, nor shall vehicles be loaded or parked on such areas during loading and unloading.
 - 3. No part of any required yard, off-street parking area, access drive, or circulation lane, shall be used for loading or unloading purposes.
- D. Modifications.** The planning commission may waive or modify the parking requirements contained here if the applicant can justify that the required loading spaces are not required based on the proposed use of the structure, or if based on the lot size and orientation they are not feasible, or other similar reason.

1106.9 Access Drives

Each parking space and loading space shall be provided access in accordance with the following:

- A.** Lots having 250 feet or less of public street frontage shall be permitted one two-way access drive or pair of one-way drives.
- B.** Lots having more than 250 feet of public street frontage shall be permitted one additional two-way access drive or pair of one-way drives for each additional 250 feet of frontage or fraction thereof. The minimum spacing shall be determined by the layout of the project, subject to site plan review and approval by the city engineer.

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- C. Entrances and exits shall be located to minimize traffic congestion and avoid undue interference with pedestrian access to street corners provided that access drives on corner lots shall be located as far from the street intersection as practical, and no access drive shall be located within 50 feet of street intersections as measured from the right-of-way line.
- D. Access drives shall not be less than 12 feet nor more than 36 feet in width at the property line, unless specifically approved by the city engineer.
- E. There shall be no commercial or industrial access drive within 60 feet of any residential district or any public or private school, church, or playground, except where another road intervenes.

1106.10 Maintenance

Off-street parking and loading facilities including entrances, exits, maneuvering areas, waiting areas, and parking and loading spaces shall be maintained in accordance with the following standards and specifications.

- A. A parking lot or garage shall be maintained in a manner to keep it as free as practicable from dust, paper, debris, and other loose particles; and snow and ice shall be promptly removed by the operator.
- B. All adjacent sidewalks shall be kept free from dirt, ice, sleet, and snow and in a safe condition for use by pedestrians.
- C. All signs, markers or any other methods used to indicate direction of traffic movement and location of parking spaces shall be maintained in a neat and legible condition.
- D. Any walls, trees, and shrubbery, as well as surfacing of the parking lot or garage, shall be maintained in good condition throughout its use for parking purposes.
- E. All exposed concrete walls shall be painted or finished.
- F. The duty to provide and maintain all parking, loading, or other vehicular use areas shall be the responsibility of the property owner where the vehicular use areas are required⁷⁵.

⁷⁵ New