

Chapter 17.106OFF-STREET PARKING AND LOADING REQUIREMENTSSections:

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17.106.010 Purpose. The purpose of these regulations is to establish parking areas that have adequate capacity and are appropriately located and designed to minimize any hazardous conditions on-site and at access points. The parking requirements are intended to provide sufficient parking in close proximity to the various uses for residents, customers and employees, and to establish standards which will maintain the traffic carrying capacity of nearby streets. (Ord. 634 §1 Exh. A (part), 1995)

17.106.015 Applicability of provisions. A. The provisions of this chapter shall apply to all development including the construction of new structures, major modification of existing structures as defined in Chapter 17.120, and to any application which increases the on-site parking or loading requirements or which changes the access requirements.

B. Where the provisions of Chapter 17.120 do not apply, the planner shall approve, approve with conditions, or deny a plan submitted under the provisions of this chapter. No notice is required.

C. The applicant shall submit a site plan which includes:

1. The location of the structures on the property and on the adjoining property;
2. The delineation of individual parking and loading spaces and their dimensions;
3. The location and dimension of the circulation area necessary to serve the spaces;
4. The location and dimension of the access point(s) to streets, to accessways and to properties to be served;
5. The location of curb cuts;
6. The location and dimensions of all landscaping, including the type and size of plant material to be used, as well as any other landscape material incorporated into the overall plan;
7. The proposed grading and drainage plans; and 8. Specifications as to signs and bumper guards. (Ord. 634 §1 Exh. A (part), 1995)

17.106.020 General provisions. A. The dimensions for parking spaces are subject to the requirements in Section 17.106.050, and as follows:

1. Nine feet wide and eighteen feet long for a standard space;

2. Eight and one-half feet wide and fifteen feet long for a compact space; and

3. In accordance with the applicable state and federal standards, at least twelve feet wide and eighteen feet long for designated handicapped parking spaces.

B. The provision and maintenance of off-street and loading spaces are the continuing obligations of the property owner:

1. No building or other permit shall be issued until plans are presented to the planner to show that property is and will remain available for exclusive use as off-street parking and loading space; and

2. The subsequent use of property for which the building permit is issued shall be conditional upon the unqualified continuance and availability of the amount of parking and loading space required by this title.

C. Upon application the planner may rule that a use, not specifically listed in Section 17.106.030, is a use similar to a listed use and that the same parking standards shall apply. No notice need be given. The ruling on parking area requirements shall be based on findings that the following criteria are satisfied:

1. The use is similar to and of the same general type as a listed use;

2. The use has similar intensity, density and offsite impact as the listed use; and

3. The use has similar impacts on the community facilities as the listed use.

The planner shall maintain a list of approved unlisted use parking requirements which shall have the same effect as an amendment to this chapter. An updated list shall be given to the planning commission at its next regularly scheduled meeting following each determination of the parking requirements for an unlisted use. Annually, all copies of this title shall be updated to include the unlisted uses approved during the previous year.

D. At the time of erection of a new structure or at the time of enlargement or change in occupancy as defined by the Uniform Building Code, off-street parking spaces shall be as provided in accordance with Section 17.106.030; and

1. In case of enlargement of a building or use of land existing on the date of adoption of this title, the number of parking and loading spaces required shall be based only on floor area or capacity of such enlargement; and

2. If parking space has been provided in connection with an existing use or is added to an existing use, the parking space shall not be eliminated if the elimination would result in less space than is specified in the standards of this section when applied to the entire use.

E. When an existing structure is changed in occupancy and the parking requirements for each occupancy are the same, no additional parking shall be required; and where a change in occupancy results in an intensification of use in terms of the number of parking spaces required, additional parking spaces shall be provided in an amount equal to the difference between the existing number of spaces and the number of spaces required for the more intensive occupancy.

F. Within the commercial and expanded commercial zones, owners of two or more uses, structures or parcels of land may agree to utilize jointly the same parking and loading spaces when the hours of operation do not overlap by more than two hours; satisfactory legal evidence shall be presented to the planner in the form of deeds,

leases or contracts to establish the joint use; and if a joint use arrangement is subsequently terminated, the requirements of this title thereafter apply to each separately.

H. Location of Required Parking. Vehicle parking is allowed only on improved parking shoulders that meet City standards for public streets, within garages, carports and other structures, or on driveways or parking lots that have been developed in conformance with this code.

1. Off-street parking spaces for single-family, duplex dwellings and single-family attached dwellings shall be located on the same lot with the dwelling.

2. Off-street parking spaces for uses other than single-family or duplex residential shall be located not further than four hundred feet from the building or use they are required to serve, measured in a straight line.

3. Parking lots for commercial and institutional uses shall be located to the side or rear of buildings where feasible; for commercial uses in the Downtown Overlay off-street parking shall be located to the side or rear of buildings, as required by 17.80.050.

4. For office, industrial, and institutional uses where there are more than 20 parking spaces on the site, the following standards must be met:

a. Five spaces or five percent of the parking spaces on site, whichever is less, must be reserved for carpool use before 9:00 AM on weekdays. More spaces may be reserved, but they are not required.

b. The spaces will be those closest to the building entrance or elevator, but not closer than the spaces for disabled parking and those signed for exclusive customer use.

I. Where several uses occupy a single structure or parcel of land or a combination of uses are included in one business, the total off-street parking spaces and loading area is the sum of the requirements of the several uses, computed separately.

J. When a building or use is planned or constructed in such a manner that a choice of parking requirements could be made, the use which requires the greater number of parking spaces shall govern.

K. Required parking spaces shall:

1. Be available for the parking of operable passenger automobiles of residents, customers, patrons and employees only;

2. Not be used for storage of vehicles or materials or for the parking of trucks used in conducting the business or use; and

3. Not be rented, leased or assigned to any other person or organization unless the required number of spaces are maintained.

M. Parking lots shall be landscaped in accordance with the requirements in Section 17.100.100.

N. All parking areas which contain over five required spaces shall be provided with one handicapped parking space. All parking provisions required by the ADA shall be met.

O. All parking spaces designated for compact vehicles shall be labeled by painting the words "COMPACT ONLY" on the parking space.

P. Bicycle Parking.

1. Standards. At a minimum, bicycle parking shall be provided based on the standards in Subsection 5 below. Where an application is subject to Conditional Use Permit approval or the applicant has requested a reduction to an automobile-parking standard, pursuant with Subsection 17.80.050.E or Subsection 17.106.020.Z, the planning commission may require bicycle parking spaces in addition to those in Subsection 5.

2. Design. Bicycle parking shall consist of staple-design steel racks or other City-approved racks, lockers, or storage lids providing a safe and secure means of storing a bicycle.

3. Exemptions. This Section does not apply to single-family and duplex housing, home occupations, and agricultural uses. The planning commission may exempt other uses upon finding that, due to the nature of the use or its location, it is unlikely to have any patrons or employees arriving by bicycle.

4. Prohibitions. Bicycle parking shall not impede or create a hazard to pedestrians or vehicles, and shall be located so as to not conflict with the visual clearance areas as provided in Chapter 12.10. Bicycle parking areas shall not be located within parking aisles, landscape areas, or pedestrian ways.

5. Number of spaces. The bicycle parking standards below shall apply to the uses listed. Bicycle parking spaces shall be installed in conjunction with the installation of required new or additional vehicle parking. When two standards are provided, the standard that results in the greater number of bicycle parking spaces shall govern.

Multi-family residential (four or more units): 2 spaces per 4 units

Commercial: 2 spaces per primary use or 1 per 5 vehicles spaces

Industrial: 2 spaces per primary use or 1 per 10 vehicle spaces

Parks: 4 spaces

Schools: 2 spaces per classroom

Institutional Uses and Places of Worship: 2 spaces per primary use or 1 per 10 vehicle spaces

Transit centers and park-and-ride lots: 8 spaces

Other uses: 2 spaces per primary use or 1 per 10 vehicle spaces

Q. Any lights provided to illuminate any public or private parking area or vehicle sales area shall be so arranged as to reflect the light away from any abutting or adjacent residential district.

R. Required parking spaces shall be completely improved to city standards and available for use at the time of the final building inspection.

S. A plan drawn to scale, indicating how the off-street parking and loading requirement is to be fulfilled, shall accompany the request for a building permit or development application.

T. Where square feet are specified, the area measured shall be gross floor area under the roof measured from the faces of the structure, excluding only space devoted to covered off-street parking or loading.

U. Where employees are specified, the employees counted are the persons who work on the premises including proprietors, executives, professional people, production, sales, and distribution employees during the largest shift at peak season.

V. Fractional space requirements shall be counted as a whole space.

W. Parking spaces in the public street or alley shall not be eligible as fulfilling any part of the parking requirement.

X. Off street parking of any vehicle or recreational vehicle, watercraft, or parts designed to be affixed thereto, which obstructs the visual clearance area or creates a potential safety hazard shall not be allowed in required yard.

Y. Parking and loading areas shall be designed to minimize disturbances of adjacent residents by erection between the uses of a sight-obscuring fence of not less than four feet in height, provided that the provisions for visual clearance areas are met. Parking spaces within a parking lot shall be designed and constructed so that no portion of a parked vehicle, including an opened door, will extend beyond the property line. (Ord. 820 §8, 2012; Ord. 634 §1 Exh. A (part), 1995)

Z. Exceptions and Reductions to Off-Street Parking. The applicant may propose a parking standard that is different than the standard under Section 17.106.030, for review and action by the planning commission processed according to the procedures in Chapter 17.162. The applicant's proposal shall consist of a written request, and a parking analysis prepared by a qualified planning or transportation professional.

1. The parking analysis, at a minimum, shall assess the average parking demand and available supply for existing and proposed uses on the subject site; opportunities for shared parking with other uses in the vicinity; existing public parking in the vicinity; transportation options existing or planned near the site, such as frequent bus service, carpools, or private shuttles; and other relevant factors.

2. The planning commission may reduce the off-street parking standards of Section 17.106.030 for sites with one or more of the following features, pursuant with this Subsection:

a. Site has a bus stop with frequent transit service located adjacent to it, and the site's frontage is improved with a bus stop waiting shelter, consistent with the standards of the applicable transit service provider: Allow up to a 10 percent reduction to the standard number of automobile parking spaces.

b. Site has dedicated parking spaces for carpool/vanpool vehicles: Allow up to a 5 percent reduction to the standard number of automobile parking spaces.

c. Site has dedicated parking spaces for motorcycle and/or scooter or electric carts:

Motorcycle parking may substitute for up to 5 spaces or 5 percent of required automobile parking, whichever is less. For every 4 motorcycle parking spaces provided, the automobile parking requirement is reduced by one space. Each motorcycle space must be at least 4 feet wide and 8 feet deep. Existing parking may be converted to take advantage of this provision. (Ord 857, 2016)

17.106.030 Minimum off-street parking requirements.

A. Residential Uses.

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|--------------------------------------|---------------------------------|
| 1. Single-family residence or duplex | 2 spaces for each dwelling unit |
| 2. Multifamily                       |                                 |
| a. Studio                            | 1 space for each unit           |
| b. 1-2 bedroom units                 | 1.5 spaces for each unit        |
| c. More than 2 bedrooms per unit     | 2 spaces for each unit          |
| 3. Group care home facility          | 1 space per 3 beds              |

B. Civic Uses.

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|---|--|
| 1. Community recreation                     | As required by facilities provided   |
| 2. Cultural exhibits                        | 1 space per 400 square feet of gross floor area  |
| 3. Day care facility                        | 5 spaces plus 1 space per classroom  |
| 4. Hospitals                                | 1.5 spaces per bed   |
| 5. Library                                  | 1 space for every 400 square feet  |
| 6. Lodge or church                          | 1 space for every 6 fixed assembly seats or every 12 feet of bench length or 1 space for every 100 square feet of gross floor area, whichever is greater |
| 7. Public agency: service or administrative | 1 space for every 400 square feet of gross floor area  |
| 8. Schools                                  |  |
| a. Preschool/                               | 5 spaces plus 1 space per kindergarten classroom   |

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|---|---|
| b. Elementary, junior high school or equivalent private or parochial school | 1.5 spaces for every employee, plus 1 space for each 100 square feet of floor area in the auditorium or other assembly area.  |
| c. Senior high and private or parochial school                              | 5.5 spaces for each classroom plus 1 space for each 28 square feet of floor area in the auditorium or 1 space for each 6 fixed seats in the auditorium or other assembly room, whichever is greater |
| d. College or business classroom  | 15 spaces per 1,000 square feet of  |

C. Commercial Uses.

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|---|--|
| 1. Administrative and professional services | 1 space for each 400 square feet of gross floor area   |
| 2. Agricultural sales and services          | 1 space per 600 square feet of gross floor area, but not less than 4 spaces for each establishment         |
| 3. Amusement enterprises                    | 1 space per 300 square feet of gross floor area, plus 1 space for every 2 employees or 1 space per 4 seats |
| 4. Animal sales and services                |  |
| a. Auction                                  | 1 space per fifty square feet of gross floor area  |
| b. Grooming                                 | 1 space per 400 square feet of gross floor area  |
| c. Kennels                                  | 1.5 space per employee   |
| d. Veterinary                               | 1 space per 300 square feet of gross floor area  |
| 5. Automotive and equipment                 |  |
| a. Cleaning                                 | 1 space per 500 square feet of gross floor area  |
| b. Fleet storage                            | 1 space per 1500 square feet   |
| c. Repairs                                  | 1 space per 500 square feet of gross floor area but not less than 3 spaces for each establishment          |
| d. Sales and rental                         | 1 space per 1,000 square feet of gross lot area, but not less than 4 spaces for each establishment         |

6. Building maintenance service	1 space for each 500 square feet of gross floor area, but not less than 3 spaces for each establishment
7. Business equipment sales and service	1 space per 400 square feet of gross floor area
8. Construction sales and services	1 space per 1,000 square feet of gross floor area
9. Consumer repair services	1 space per 500 square feet of gross floor area
10. Convenience sales personal service	1 space per 400 square feet of gross floor area, but not less than 4 spaces per each establishment
11. Eating and drinking establishments	1 space per 120 square feet of gross floor area
12. Financial, insurance and real estate	1 space per 400 square feet of gross floor area
13. Funeral and interment services	1 space per each 4 seats or 8 feet of bench length in depth, or 1 space per 60 square feet of assembly area where there are no fixed seats
14. General retail sales	1 space for each 400 square feet of gross floor area, but not less than 4 spaces for each establishment
15. Laundry service	1 space per 500 square feet of gross floor area, but not less than 3 spaces for each establishment
16. Medical and dental	1 space per 250 square feet of gross floor area
17. Participant sports and recreation	
a. Indoor	1 space per 300 square feet of gross floor area
b. Outdoor	1 space per 100 square feet, plus 1 space for every 2 employees
18. Personal service	1 space per 500 square feet facilities of gross floor area
19. Research services	1 space per 500 square feet
20. Retail sales: bulky merchandise; i.e., furniture, appliances	1 space for each 750 square feet of gross floor area but not less than 4 spaces for each establishment



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|---|--|
| 21. Scrap operations and recycling center | 1 space per each employee, but not less than 4 spaces for each establishment |
| 22. Spectator sports and entertainment    | 1 space per 6 seats or 12 feet of bench length                               |
| 23. Transient lodging                     | 1 space for each room plus 1 space for each 2 employees                      |

D. Industrial Uses.

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|---|--|
| 1. Manufacturing, production, processing and assembling | 1 space per employee of the largest shift  |
| 2. Wholesaling, storage and distribution                | 1 space for each 1,000 square feet of gross floor area (plus 1 space per 750 square feet of patron serving area) but not less than 3 spaces for each establishment |
| 3. Mini-storage   | 1 space for every 200 square feet of gross office floor area, plus 2 spaces for a caretaker residence.   |

E. All uses providing drive-in services as defined by this title shall provide on the same site a reservoir for inbound vehicles as follows:

Reservoir Requirement

- |                           |  |
|---------------------------|--|
| Drive-in banks            | 3 spaces/service terminal  |
| Drive-in restaurants      | 10 spaces/service window   |
| Drive-in theaters         | 10 percent of the theater capacity   |
| Gasoline service stations | 3 spaces/pump  |
| Mechanical car washes     | 3 spaces/washing unit  |
| Parking facilities:       |  |
| Free flow entry           | 1 space/entry driveway   |
| Ticket dispense entry     | 2 spaces/entry driveway  |
| Manual ticket             | 8 spaces/entry driveway dispensing   |
| Attendant parking         | 10 percent of that portion of parking capacity served by the driveway<br>(Ord. 828, 2013; Ord. 634 (part), 1995) |

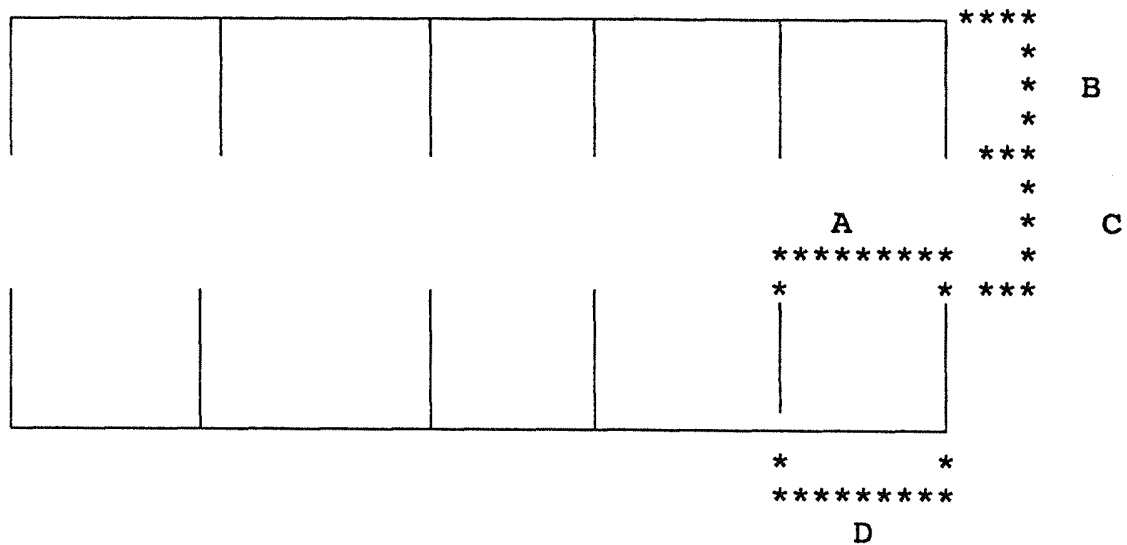
17.106.040 Modification to parking requirements. Up to twenty-five percent of the required parking spaces may be compact spaces. (Ord. 634 §1 Exh. A (part), 1995)

17.106.050 Parking dimension standards. A. Each parking space shall be accessible from a street or other right-of-way.

B. Minimum standards for a standard parking stall's length and width, aisle width, and maneuvering space shall be determined from the following table. Dimensions for designated compact spaces are noted in parentheses:

Overall				
Angle from curb	Stall Width "A"	Channel Depth "B"	Aisle Width* "C"	Curb Length per stall "D"
Parallel	9'0" (8'6")	9'0" (8'6")	12'0" (12'0")	23'0" (20'0")
30°	9'0" (8'6")	16'10" (14'10")	12'0" (12'0")	18'0" (17'0")
45°	9'0" (8'6")	19'1" (16'7")	14'0" (14'0")	12'9" (12'0")
60°	9'0" (8'6")	20'1" (17'3")	18'0" (18'0")	10'5" (10'3")
90°	9'0" (8'6")	18'0" (15'0")	24'0" (24'0")	9'0" (8'6")
* Aisles accommodating two direction traffic, or allowing access from both ends shall be 24 feet in width.				

1. Sample Illustration:



2. The width of each parking space includes a four inch wide stripe which separates each space.

C. Excluding single-family and duplex residences, groups of more than two parking spaces shall be served by a service drive so that no backing movements or other maneuvering within a street or other public right-of-way would be required. Service drives shall be designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress, and maximum safety of pedestrians and vehicular traffic on the site.

D. Each parking or loading space shall be accessible from a street and the access shall be of a width and location as described in the public works design standards.

E. Except for single-family and two-family residences, any area intended to be used to meet the off-street parking requirements as contained in this chapter shall have all parking spaces clearly marked using a permanent paint. All interior drives and access aisles shall be clearly marked and signed to show direction of flow and maintain vehicular and pedestrian safety.

F. All areas used for the parking or maneuvering of any vehicle, boat, or trailer shall be improved with asphalt or concrete surfaces except for surplus parking or vehicular storage parking areas which may be gravel if gravel will not create adverse conditions affecting safe ingress and egress when combined with other uses of the property and all areas within public right-of-way shall be paved.

#### G. Access Drives.

1. Access drives from the street to off-street parking or loading areas shall be designed and constructed to facilitate the flow of traffic and provide maximum safety for pedestrian and vehicular traffic on the site.

2. The number and size of access drives shall be in accordance with the requirements of public works design standards.

3. Access drives shall be clearly and permanently marked and defined through use of rails, fences, walls or other barriers or markers on frontage not occupied by service drives.

4. Access drives shall maintain visual clearance areas as provided in Chapter 12.10.

H. Parking spaces along the boundaries of a parking lot or adjacent to interior landscaped areas or sidewalks shall be provided with a wheel stop at least four inches high located three feet back from the front of the parking stall. The front three feet of the parking stall may be concrete, asphalt or low lying landscape material that does not exceed the height of the wheel stop. This area cannot be calculated to meet landscaping or sidewalk requirements.

I. Except for single-family and two-family residences, off-street parking and loading facilities shall be drained to avoid flow of water across public sidewalks in accordance with specifications approved by the public works director to ensure that ponding does not occur.

J. Artificial lighting on all off-street parking facilities shall be designed to deflect all light away from surrounding residences and so as not to create a hazard to the public use road or street and shall not exceed intensities for adjacent streets as included in public works design standards.

K. All parking lots shall be kept clean and in good repair at all times. Breaks in paved surfaces shall be repaired promptly and

broken or splintered wheel stops shall be replaced so that their function will not be impaired.

L. Pedestrian walkway. Where a walkway crosses a parking area or driveway, it shall be clearly marked with contrasting paving materials (e.g., pavers, light-color concrete inlay between asphalt, or similar contrast). The crossing may be part of a speed table to improve driver visibility of pedestrians. If crossings involve grade changes, the crossing shall include ADA accessible ramps. Painted striping, thermo-plastic striping, and similar types of non-permanent applications are discouraged, but may be approved for lower-volume crossings of 24 feet or less. (Ord. 857, 2016; Ord. 820 §8, 2012; Ord. 634 §1 Exh. A (part), 1995)

17.106.070 Loading/unloading driveways required onsite. A driveway designed for continuous forward flow of passenger vehicles for the purpose of loading and unloading passengers shall be located on the site of any school or other meeting place which is designed to accommodate more than twenty-five people at one time. (Ord. 634 §1 Exh. A (part), 1995)

17.106.080 Off-street loading. Buildings or structures to be built or altered which receive and distribute material or merchandise by truck shall provide and maintain off-street loading and maneuvering space as follows:

A. Every commercial or industrial use having floor area of ten thousand square feet or more, shall have at least one off-street loading space on site.

B. One additional space shall be provided for each additional thirty thousand square feet or major fraction thereof.

C. Each loading space shall have sufficient area for turning and maneuvering of vehicles on the site, and entrances and exits for the loading areas shall be provided at locations approved by the planner in accordance with the public works design standards.

D. Screening for off-street loading facilities is required in accordance with Chapter 17.100. Additional screening, buffering or setback may be required particularly for unloading of large, box-type units. (Ord. 634 §1 Exh. A (part), 1995)