

09 **ARTICLE NINE**
OFF-STREET PARKING

9-1 **Purpose**

The off-street parking regulations require that developments provide parking in proportion to the need created by each use. The regulations further establish standards for the functional design of parking facilities. These regulations are intended to accommodate vehicles in a functionally satisfactory manner and to minimize external effects on neighboring properties.

9-2 **Applicability**

- A. **Applicability:** Off-street parking shall be provided for any new building constructed, for new uses or conversions of existing buildings, or for enlargements of existing structures.

- B. **Exemptions:** Any use within the CB (central business) district is exempt from the off-street parking requirements provided by Section 9-3. Any off-street parking facility constructed in the CB district after the effective date of this ordinance must comply with the design standards set forth in this article.

9-3 **Schedule of Off-Street Parking Requirements**

- A. Parking facilities for each use shall be provided in accord with the minimum requirements set forth in Table 9-1.

- B. **Computation:**
 - 1. When a computation of required parking results in a fraction of 0.5 or greater, the requirement should be rounded up to the next whole number.

 - 2. Unless otherwise indicated, parking requirements are based on gross floor area. Gross floor areas for the purpose of this calculation exclude any interior space used for the parking or loading of vehicles.

 - 3. When parking requirements are computed on the basis of capacity, capacity shall be determined by the building code in effect for the City of Plattsburgh at the time the use is established.

TABLE 9.1: OFF-STREET PARKING REQUIREMENTS	
Agricultural Use Types	
Horticulture	One space per 1,000 square feet of sales area.
Crop Production	No requirement.
Animal Production	No requirement.
Commercial Feedlots	No requirement.
Residential Use Types	
Single-Family Residential	Two spaces per dwelling unit.
Duplex Residential	Two spaces per dwelling unit.
Two-Family Residential	Two spaces per dwelling unit.
Multi-Family Residential	One and one-half spaces per dwelling unit; one and one-half space per two units for elderly housing.
Group Residential	One space for each two residents.
Mobile Home Residential	Two spaces per dwelling unit.
Civic Use Types	
Administration	One space per 500 square feet.
Cemetery	No requirement.
Clubs	One space per four-person capacity.
Convalescent Services	One space per four beds.
Cultural Services	One space per 1,000 square feet

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TABLE 9.1: OFF-STREET PARKING REQUIREMENTS	
Day Care Services	One space per five-person capacity + one space per employee of largest shift.
Group Care Facility	One space per four-person capacity + one space per employee of largest shift.
Group Home	One space per four-person capacity + one space per employee of largest shift.
Guidance Services	One space per 300 square feet
Health Care	One space per 300 square feet plus one space per employee of largest shift.
Maintenance Facilities	See Schedule A.
Parks and Recreation	No requirement.
Postal Facilities	See Schedule A.
Primary Education	One space per employee of largest shift plus ten stalls for visitors.
Public Assembly	One space per four-person capacity.
Religious Assembly	One space per four-person capacity in largest assembly area.
Safety Services	One space per employee of maximum shift plus one stall per 1,000 square feet.
Secondary Education	One space per employee of maximum shift + one space for each 11th and 12th grade students.
Utilities	One space per employee of maximum shift.
Commercial Use Types	
Agricultural Sales/Service	See Schedule A
Auto Rental and Sales	See Schedule A.
Auto Service	Three times service capacity.
Body Repair	Four spaces per repair stall.
Business Support Services	One space per 500 square feet.
Campground	One space per camping unit.
Cocktail Lounge	One space per 200 square feet.
Commercial Recreation	One space per four-person capacity.
Communications Services	One space per 500 square feet.
Construction Sales	See Schedule A.
Consumer Services	One space per 300 square feet.
Convenience Storage	One space per ten storage units.
Equipment Sales/ Service	See Schedule A.
Food Sales	One space per 300 square feet.
General Retail Services	One space per 250 square feet.
Liquor Sales	One space per 300 square feet.
Lodging	One space per unit.
Personal Improvement	One space per 300 square feet.
Personal Services	One space per 500 square feet.
Pet Services	One space per 500 square feet.
Restaurants (Drive-In)	One space per 50 square feet of customer service area.
Restaurants (General)	One space per 3 person capacity in dining area.
Stables/ Kennels	One space per employee plus one stall per 5,000 square feet of site area.
Surplus Sales	See Schedule A.
Veterinary Services	One space per 500 square feet.
Office Use Types	
General Offices	One space per 300 square feet.
Medical Offices	Three spaces per staff doctor or dentist.
Miscellaneous Use Types	
Broadcasting Tower	No requirement.
Non-Putrescible Landfill	No requirement.
All Landfills	No requirement.
Industrial Use Types	
Agricultural Industries	See Schedule A.
Light Industry	See Schedule A.
General Industry	See Schedule A.
Heavy Industry	See Schedule A.
Railroad Facilities	See Schedule A.
Resource Extraction	One space per employee on largest shift.
Salvage Services	See Schedule A.
Warehousing	See Schedule A.
Construction Yards	See Schedule A.

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- C. Schedule A: This schedule sets forth minimum off-street parking requirements for uses with elements that have different functions and operating characteristics.

Function of Element	Requirement
Office or Administration	One Space per 400 Square Feet
Indoor Sales, Display, or Service Area	One Space per 500 Square Feet
Outdoor Sales, Display, or Service Area	One Space per 2,000 Square Feet
Equipment Servicing or Manufacturing	One Space per 1,000 Square Feet
Indoor or Outdoor Storage or Warehousing	One Space per 5,000 Square Feet

9-4 Adjustment for Special Permit Uses and Planned Mixed Use Projects

- A. For uses subject to a special permit use approval, the Planning Commission and City Council may adjust the minimum requirements of this section, in order to provide design, usability, attractiveness, or protection to adjoining uses. Such adjustments may increase the amount of parking, or increase site development standards above the minimum requirements required by this ordinance.
- B. In mixed-use projects, different uses may have complementary parking requirements. This can result in a parking requirement that is less than the sum of parking required for each use and added separately. The Zoning Administrator may authorize an adjustment to the total parking requirement for separate uses located as part of a common development, or for separate uses located on adjacent sites and served by common parking facilities. All parking facilities subject to the mixed use adjustment must be located in a common facility, equally accessible and usable to all served uses.

9-5 Parking Facility Location

- A. Residential Parking:
 - 1. Off-street parking for residential uses shall be located on the same lot or site as the use.
 - 2. Off-street parking areas for any multifamily residential uses shall be at least six feet from any main building and shall not be located within a required front yard or street side yard.
- B. Non-Residential Parking: Off-street parking for nonresidential uses shall be located on the same lot or site as the use or within 300 feet of that use if the parking site is within a zoning district that permits the off-street parking use type. Control of ownership or use rights to the remote off-street parking must be demonstrated as a condition of permission.

9-6 Parking for People with Disabilities

- A. Each off-street parking facility shall provide the number of parking spaces set forth below designed and designated for use by people with disabilities. Every eighth parking space shall be van-accessible. Design criteria and dimensions shall be in accordance with Federal Register, Volume 56, No. 144. Parking facilities for single-family, duplex, two-family, and mobile home residential uses are exempt from this requirement.
- B. Spaces designated for people with disabilities shall have a minimum width of eight feet and an immediately adjacent access aisle of not less than 60 inches. Each handicapped space shall provide the shortest accessible route to an accessible building entrance, and shall not require users to walk or wheel behind parked cars. Such spaces shall be designated with an upright sign exhibiting the universal symbol for accessibility by the handicapped. All such spaces shall be designed in compliance with the standards of the Americans with Disabilities Act.

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- C. Van Accessible Stalls: One in every eight accessible spaces, but not less than one, shall be served by an access aisle with a minimum width of 96 inches and shall be designated as "van accessible."

TABLE 9.3: ACCESSIBLE PARKING REQUIREMENTS			
Number of Stalls	Number of Required Accessible Spaces	Number of Stalls	Number of Required Accessible Spaces
1-25	1	201-300	7
26-50	2	301-400	8
51-75	3	401-500	9
76-100	4	501-1,000	2% of Total
101-150	5	1,001 and Over	20, Plus 1 for Each 100
151-200	6		Stalls over 1,000

9-7 Bicycle Parking

- A. Each parking facility providing 50 spaces or more shall provide parking accommodations for bicycles as provided below:

TABLE 9.4: BICYCLE PARKING REQUIREMENTS	
Number of Parking Stalls	Required Bicycle Spaces
50-99	5
100-149	8
150-200	10
Over 200	Two Additional Spaces for Each 50 Parking Stalls

- B. Bicycle parking facilities shall include bicycle racks secured to prevent easy removal, bicycle lockers, or bicycle posts or bollards expressly designed for the secure storage.
- C. The location of bicycle parking facilities shall be at least as convenient to the main entrance of the primary use as the most convenient automobile parking not reserved for use by disabled people.
- D. Bicycle parking should be located to prevent hazards or obstructions to the normal flow of pedestrians into a use.

9-8 Off-Street Parking Design Standards

- A. Dimensions:
1. Standard parking stalls shall be 9 feet wide and 18 feet long.
 2. Parking facilities may provide up to 25 percent of their total stalls as designated compact stalls. Compact parking stalls shall be a minimum of 8.5 feet wide and 16 feet long.
- B. Pavement and Drainage:
1. Off-street parking facilities shall be hard-surfaced (asphalt or concrete) and maintained with materials sufficient to prevent mud, dust, or loose material.
 2. Off-street parking facilities shall be designed and built to prevent the free flow of water onto adjacent properties or public rights-of-way. Parking lot design shall make maximum use of techniques that reduce the flow and velocity of storm water, such as bio-swales, grading, and on-site retention and detention.
- C. Landscape and Screening Requirements: Landscape and screening requirements for parking facilities are set forth in Article 08.

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D. Entrances and Exits:

1. Adequate access to each parking facility shall be provided by means of clearly defined and limited driveways or access points. Such driveways shall be designed to direct non-residential traffic away from residential areas.
2. Parking facilities other than driveways for single-family, duplex, two-family, or mobile home residential uses must permit vehicles to enter streets in a forward position.

E. Safety Features:

1. Parking facilities shall be designed to provide visibility of and between pedestrians and vehicles when circulating within or entering or leaving the facility, and shall not create blind, hidden, or hazardous areas.
2. Circulation patterns shall be designed in accord with accepted standards of traffic engineering and safety.

F. Maintenance: All parking facilities shall be maintained to assure the continued usefulness and compatibility of the facility. Acceptable maintenance includes keeping the facility free of refuse, debris, and litter; maintaining parking surfaces in sound condition; and providing proper care of landscaped areas.

G. Adjustment: For uses subject to special use permit approval, the City Council, with the recommendation of the Planning Commission, may adjust the minimum requirements of this section, in order to provide design, usability, attractiveness, or protection to adjoining uses in a manner equal to or greater than the minimum requirements of this article.

9-9 Off-Street Loading

A. Loading Requirement: Any use which involves the receipt or distribution of freight, merchandise, supplies, vehicles, or equipment as part of its typical operation shall provide and maintain adequate space for off-street loading and circulation. Loading areas shall be designed to avoid undue interference with the public use of streets and sidewalks.

B. Loading spaces for each use requiring them shall be provided in accord with the minimum requirements set forth in Table 9-5.

C. Design Standards:

1. Each loading space shall be at least 10 feet wide by 50 feet long, with a vertical clearance of at least 14 feet.
2. Paving of loading spaces and access areas shall be permanent, durable and free of dust.
3. Off-street loading areas are subject to the landscaping and buffering requirements for parking facilities set forth in this article.

Gross Floor Area of Use (Square Feet)	Number of Required Loading Spaces
5,000 or Less	None
5,001-25,000	1
25,001-75,000	2
Larger than 75,000	3

9-10 Stacking Requirements for Drive-Through Services

- A. Commercial establishments providing drive-in or drive-through services shall provide minimum on-site stacking distance as provided below.

TABLE 9.6: STACKING REQUIREMENTS	
Type of Operation	Minimum Stacking Space
Financial Services with Drive-Up Tellers	Four Vehicles per Window or Kiosk
Financial Services with Drive-Up ATM	Four Vehicles per ATM Station
Self-Service or Automatic Car Wash	Entrance: Four Vehicles per Bay Exit: One Vehicle per Bay
Fast Food Restaurant*	Without Menu Boards: Four Vehicles in Front of Service Windows; With Separate Menu Boards and Service Windows: A Sum of Eight Vehicles Behind the Menu Board Plus Eight Behind the First Service Window
Drive-Up Pharmacies, Dry Cleaning, or Other Drive-Up Personal Services	Two Vehicles per Service Window
Gas Stations	Two Vehicles per Pump
Gated Parking Lot, Community Entrance, or Overhead Door	One Vehicle per Gate or Door on Local Streets; Two Vehicles per Gate or Door on Collector Streets

Note: Minimum vehicle lane shall be 12 feet. Vehicle length = 20 feet.

* May be increased based on site plan review.

- B. The Planning Director may adjust these requirements for specific projects, provided that the applicant can present a traffic study prepared by a professional traffic engineer demonstrating that such reduction is appropriate to the function of the project. A reduction must also be recommended by the City Engineer.
- C. All drive-through services must provide adequate alternative runaround access for vehicles not in a drive-through queue.

9-11 Parking for Personal and Recreational Vehicles

- A. **Applicability:** This section permits the parking of personal vehicles on a single lot in a residential district subject to specific conditions. Personal vehicles include passenger cars, vans, pick-up trucks, recreational vehicles, trailers less than 40 feet in length, and boats.
- B. **Location of Parking:**
1. Parking is permitted within any enclosed structure when such structure conforms to the regulations of its zoning district.
 2. Parking is permitted outside of an enclosed structure in the side yard behind the line of the required front yard setback or in the rear yard.
 3. Parking is permitted outside of an enclosed structure within the required front yard setback, subject to the following conditions:
 - a. The parking space is provided on a paved, hard-surfaced or graveled driveway, or paved pad adjacent to the driveway.
 - b. The vehicle is parked perpendicular to the front curb.
 - c. The vehicle does not encroach on public right-of-way.

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- C. Special Provisions for Recreational Vehicles: Parking and storage of recreational vehicles, trailers, and boats is subject to the following additional conditions:
1. The vehicle is maintained in a clean, well-kept state.
 2. If the vehicle is equipped with liquefied petroleum gas containers, such containers must meet the current standards of the Interstate Commerce Commission, the United States Department of Transportation, or the American Society of Mechanical Engineers. Any valves must be closed at all times that the vehicle is not in preparation for immediate use. Leaks in containers must be repaired immediately.
 3. The vehicle may be used only by non-paying guests for a maximum of three consecutive days or 14 days during any calendar year.
 4. The vehicle may not be permanently connected to utility lines.
 5. The vehicle may not be used for the storage of goods, materials, or equipment other than those items which pertain to the use of the vehicle.
 6. The length of the vehicle shall not exceed twenty feet if the vehicle is parked or stored in a required front yard or street side yard. Longer vehicles may be parked or stored within rear yards or interior side yards behind the required front yard setback.

