

CHAPTER 12

Off Street Parking

<i>Section Number</i>	<i>Title</i>	<i>Ordinance Number</i>	<i>Date of Ordinance</i>
16-12-1	Off Street Parking Requirements	2024-11	08/14/24

SEC. 16-12-1 OFF STREET PARKING REQUIREMENTS.

- (a) OFF STREET PARKING REQUIRED: Off-street vehicle parking space ("parking space") shall be provided for buildings and uses as hereinafter specified. Such parking shall be reasonably adjacent to the use or building served; be intended specifically to serve the residents, patrons, or employees of said use or building; and the required number of spaces must be demonstrably usable and accessible for such purpose.
- (b) APPLICATION TO EXISTING USES: The provision of parking space shall not be required for legally existing uses as of the date of this ordinance but shall be required for any expansion for such use by the addition of new primary floor area or other spatial expansion of building or use generating new parking demand.
- (c) DETERMINATION OF NEED: The number of parking spaces required shall be based upon the anticipated parking demand of individual uses and shall be as follows or as may be designated hereinafter for specific uses or situations as per Plan Commission approval. In any case of structures or uses not mentioned, the provision for a use which is similar shall apply:

Use Category	Minimum Parking Space Requirements
Single-Family Dwelling and Mobile Homes	2 per dwelling unit
Two-Family and Multi-Family Dwellings	2 per dwelling unit
Hotels and Motels	1 per guest room, plus 1 per 3 employees
Colleges, Secondary, and Elementary Schools	1 -for each 2 employees plus a reasonable number of stalls for student and other parking
Hospitals, Clubs, Lodges, Sororities, Dormitories, Lodginghouses, and Boardinghouses	1 per 2 beds, plus 1 per 3 employees
Rest Homes, Nursing Homes, Sanitariums, and Institutions	1 per 5 beds plus 1 per 3 employees
Medical and Dental Clinics	3 per doctor plus 1 per -employee
Churches, Theatres, Auditoriums, Community Centers, Vocational and Night Schools, and Other Places of Public Assembly	1 per 5 seats
Restaurants, Bars, Places of Entertainment, Repair Shops, Retail and Service Stores	1 per 150 square feet of floor area

Manufacturing and Processing Plants, Laboratories and Warehouses	1 per 2 employees during any 12-hour period
Financial Institutions, Business, Governmental and Professional Offices	1 per 300 square feet of floor area
Funeral Homes	1 per 4 seats

- (d) **CALCULATION OF PARKING REQUIREMENTS:**
 - (1) Parking requirements based on floor area must be calculated based on gross floor area, minus parking and loading areas and areas of a building occupied exclusively by mechanical equipment, utilities, or service areas that are not intended for human occupancy.
 - (2) Lots containing more than one use or tenant must provide parking in an amount equal to the total aggregate number of spaces required for each use or tenant on the lot.
 - (3) For the purpose of computing parking requirements based on seating, calculations must be based on the building-code-rated capacity.
 - (4) Requirements based on employees must be based on the average number of persons working on and single shift.
- (e) **PARKING DECREASES:** The minimum vehicle parking requirements are not intended to negatively impact the viability of businesses. To allow for flexibility in addressing the actual expected parking demand of specific uses, the Plan Commission, by a $\frac{3}{4}$ majority approval, is authorized to approve alternatives to minimum parking regulations through the site plan review process if the Plan Commission determines that the following criteria is met:
 - (1) A parking demand study indicates that provision of less than the minimum number of spaces is warranted by the anticipated parking demand.

SEC. 16-12-2 PARKING STANDARDS, DIMENSIONS, AND LOCATION

- (a) **STANDARD DIMENSIONS**
 - (1) Parking stalls shall be no less than 9 feet in width and not less than 162 square feet in area exclusive of the space required for ingress and egress.
 - (2) Drive aisles shall be a minimum of 24 feet in width for two-way traffic and 12-feet in width for one-way traffic on sites. Fire Code requirements may apply above these stated drive aisle requirements in some cases.
- (b) **AMERICAN DISABILITIES ACT:** Adequate parking stalls shall be made available for disabled persons per federal and state requirements.
- (c) **LOCATION:** Location of parking areas shall be on the same lot as the principal use and not over 400 feet from the principal use.
- (d) **SURFACING:** Any driveway or off-street parking area shall be asphalt or concrete, except for driveways or off-street parking areas located on parcels located in the A-2 Agricultural District. In residential districts, driveways on parcels smaller than 3 acres must be paved with asphalt or concrete for the first 50 feet from the right-of-way. The Plan Commission,

by a 3/4 majority approval, is authorized to approve alternatives to surfacing requirements through the site plan review process.

- (1) Improved surfaces, such as asphalt, concrete, or compact gravel (including driveways), that cover more than 50% of a residential street yard are prohibited.
- (e) CURBS: In districts that are not residential or agricultural, curbs or barriers shall be installed to prevent parked vehicles from extending over any lot lines. The extent of curbing needed on a given parking lot shall be approved by the Plan Commission.
- (f) SCREENING: Any off-street parking area, other than that provided for a residence, which abuts or faces a residential district shall provide a planting screen, landscaped fence, or wall, at least 4 feet in height along the side abutting or fronting on a residential district (Subject to Planning Commission discretion for unique situations). A landscape plan for such screening shall be submitted to the Plan Commission for approval prior to installation.
- (g) PARKING SETBACKS:
 - (1) In any residential district no vehicle shall be allowed to park closer, nor shall any drive be permitted closer than 5 feet to the abutting residential lot line.

Off-Street Parking Setbacks by District:

District	Setback from Right-of-Way	Setback from Side & Rear Property Lines
Residential	0 ft	5 ft
Multi Family -Residential	15 ft	15 ft
Commercial	15 ft	0 ft
Manufacturing	15 ft	0 ft
Park/Institutional	15 ft	15 ft

- (2) In any off-street parking area for a commercial use, no vehicle shall be allowed to park closer, nor shall any drive be permitted closer than fifteen (15) feet to an abutting residential district (Subject to Planning Commission discretion for unique situations and approved screening methods).
- (h) DRIVEWAY ACCESS:
 - (1) Adequate access to a public street shall be provided for each parking area, and driveways shall meet the requirements of section 18-1-5.
 - (2) No direct access shall be permitted to the existing or proposed rights-of-way of expressways, freeways or interstate highways, nor to any other road, street or highway, without permission of the authority maintaining the facility.
 - (3) Vehicle entrances and exits to drive-in theaters, banks, and restaurants; motels; funeral homes; vehicular sales, service, washing and repair stations; garages; or public parking lots shall be not less than two hundred (200) feet from any pedestrian entrance or exit to a school, college, university, church, hospital, park, playground, library, public emergency shelter or place of public assembly.
 - (4) Adjacent residential uses may agree to establish a common driveway. In such cases, the driveway midpoint should be the property line between the two parcels;

however, the precise location of such driveway will be determined by the jurisdictional authority. The driveway must meet standard specifications and the landowner(s) shall record cross access agreements to ensure continued use, upkeep and maintenance of the combined access points.

- (5) Cross access to and between neighboring properties shall be implemented wherever possible. The goal in this requirement is to remove as much incidental, site-to-site traffic from adjacent roads as practical thus reducing the possibility of traffic conflicts and accidents. Cross access may be achieved by the interconnection of parking lots or the construction of a separate drive. Sharing of access to state and county trunk highways by commercial or industrial land uses may also be permitted. Such shared access shall have the approval of the county highway department or state department of transportation, depending upon jurisdiction. A cross access agreement shall be recorded by all landowners utilizing such shared access. Such shared access must meet standard specifications.
- (6) Access drives to principal structures which traverse wooded, steep, or open fields shall be constructed and maintained to a width and base material depth sufficient to support access by emergency vehicles. All driveways shall have a minimum width of twelve (12) feet with road strength capable of supporting emergency and fire vehicles, in compliance with any Village standards.

SEC 16-12-3 PARKING RESTRICTIONS

- (a) **RESIDENTIAL PARKING RESTRICTIONS:** Parking of vehicles accessory to a residential use on private property shall be limited to those actually used by the residents or for temporary parking for guests. Vans or pickup trucks used for private and recreational use, or a motor home (recreational vehicle), or a van or pickup truck used in a business or trade and commercial vehicle used for transportation to and from a place of employment or workplace of the occupant may be parked on a residential property subject to the requirements of this Section.
 - (1) Vehicles (personal, commercial, or recreational) must be parked either within an enclosed attached garage or detached accessory structure, or on an improved surface such as asphalt, concrete, or compacted gravel and must maintain a minimum of a 5-foot setback from the rear and side lot lines. There is no minimum setback to the principal structure.
 - (2) Commercial vehicles of not over 10,000 lbs may be parked on private property, providing all of the following conditions are met: vehicle is registered and licensed; used by a resident of the premises; gross weight does not exceed ten thousand I 0,000 lbs., including any load; height does not exceed 10 feet as measured from ground level, excluding antennas, air vents, and roof-mounted air conditioning units, but including any load, bed, or box; and total vehicle length does not exceed 26 feet, including attachments thereto (such as plows, trailers, etc.) unless approved through a conditional use permit.
 - (3) Trailers, utility or recreational (including boats on their trailers, snowmobiles on their trailers, minibikes or trailbikes on their trailers, unoccupied tent campers and travel trailers, and all-terrain vehicles and personal watercraft on their trailers)

parked outdoor on private property in residentially zoned districts must maintain a minimum 5-foot setback from the rear and side lot lines but are not restricted to a minimum setback to the principal structure. If parked in the street yard, the trailer must be parked on the driveway or on an improved surface such as asphalt, concrete, or compacted gravel.

- (4) Trailers and recreational vehicles parked on residential parcels less than 5 acres cannot exceed 32 feet in length (not including trailer tongue and hitch) and 10 feet in height. For residential parcels 5 acres or greater, trailers and recreational vehicles shall not exceed 37 feet in length (not including tongue and hitch) and 10 feet in height.
- (5) No other vehicular equipment of a commercial or industrial nature, except as stated above, shall be parked or stored for more than 2 consecutive hours or 4 accumulated hours during any 24-hour period on any lot in any zoning district except business and industrial districts or as permitted by an approved conditional use or in the A-2 Agricultural District.
- (6) Outdoor parking of one semi-tractor or dump truck is permitted in Residential Districts if the parcel is greater than 1 acre and has direct access to a Class A Highway (e.g. STH 31, STH 32). Outdoor parking of semi-tractor trailers in residential districts is prohibited.
- (7) A gathering which results in the parking of vehicles or trailers not on an approved surface may be exempt from these parking limits for a 24-hour period.
- (b) **NON-RESIDENTIAL PARKING RESTRICTIONS:**
 - (1) Vehicles and recreational vehicles shall be parked either within an enclosed attached garage or detached accessory structure, or on an improved surface such as asphalt, concrete, or compacted gravel, except as permitted by an approved conditional use or in the A-2 Agricultural District.
 - (2) Outdoor parking of semi-tractors/trailers and/or dump trucks on commercial property (B-districts), that is not a principal use (e.g., truck sales), an accessory use (e.g., delivery vehicles), or which has not been approved through the conditional use or site plan review process is prohibited.
- (c) **OCCUPATION OF PARKED VEHICLES PROHIBITED:** No camping trailer or recreational vehicle shall be used for the purpose of habitation in the Village.
- (d) **USES NOT ENUMERATED:** In any case where there is question as to the parking requirements for a use or where such requirements are not specifically enumerated, such case shall be brought before the Plan Commission, which shall have the authority to determine the appropriate application of the parking requirements to the specific situation.