



REQUEST FOR PLANNING COMMISSION ACTION

DATE: 11/03/2010

ITEM NO: 5b

Division Approval:

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Agenda Section:

PUBLIC HEARINGS

Item Description: **ZONING TEXT AMENDMENT: PARKING AND LOADING AREAS
(PROJ0017)**

1.0 REQUESTED ACTION

The Roseville Planning Division is seeking the comments and a recommendation to the City Council regarding new parking and loading areas standards in the text portion of Title 10, Zoning Regulations of the City Code.

2.0 BACKGROUND

- 2.1 As part of the comprehensive update to the City's Zoning Code, staff has reviewed and updated its parking and loading regulations to adhere to the goals and policies of the 2030 Comprehensive Plan and to better serve the purpose of the proposed new zoning districts.
- 2.2 The City's existing parking regulations chapter includes all reference to parking requirements throughout the City Code. The intended purpose of this was to create a more clearly written parking ordinance. In the proposed update code, staff has eliminated these cross references as instead of clarifying the code, it made it more difficult to administer and understand. In addition, this formatting style opens the City up to potential conflicts between the zoning and other cross-referenced language if not amended properly.
- 2.3 As part of the amendment process, staff reviewed the current code's parking space requirements and the draft requirements reflects a general reduction in the minimum parking requirements, identifies mechanisms that could reduce the number of parking spaces for a particular use, and introduces park maximums. Currently, Table 1019-01 shows both the proposed parking space requirement and the existing requirement, if one exists, for the sake of Commission discussion.
- 2.4 The new requirements also induce minimum bicycle parking requirements. As the Comprehensive Plan promotes transportation alternatives to the automobile, the City's Code should require high quality and safe bicycle parking areas. As proposed, a use would need to provide bicycle parking at 10% of automobile parking. Proof of parking language has been included to allow for development of these spaces as they are needed.
- 2.5 The new code also addresses pedestrian access to buildings.

3.0 PUBLIC HEARING/RECOMMENDATION PROCESS

The adoption of new zoning code regulations for the Parking and Loading Areas is a very important process, for which the Commission needs to establish an accurate record, and

clear and concise recommendations. Therefore, the Planning Commission shall open the public hearing like all other public hearings heard before the Commission. However, when a Commissioner is ready to propose a modification of the draft, a motion to approve/deny the proposed district requirements shall be made first, then any changes/modifications may be discussed by the Commission and voted upon as separate motions to amend the draft document.

4.0 PLANNING STAFF RECOMMENDATION

The Planning Division recommends approval of the proposed draft Parking and Loading Areas requirements as presented in Attachment A.

5.0 SUGGESTED PLANNING COMMISSION ACTION

BY MOTION RECOMMEND APPROVAL of DRAFT PARKING AND LOADING AREA requirements as presented in Attachment A, establishing new regulations under Title 10, Zoning Regulations, pertaining to parking and loading areas.

Prepared by: Jamie Radel, Community Development (651-792-7072)

Attachments: A: Proposed Draft Parking and Loading Areas Regulations

1019 Parking and Loading Areas

1019.01 Purpose

The purpose of regulating off-street parking, paved areas, and loading spaces is to prevent congestion on public rights-of-way for the safety and welfare of the public. The regulations are created through analysis of the associated land use intensity, duration, time, and style, and result in design requirements and standards for such facilities.

1019.02 Applicability

No building permit or certificate of occupancy shall be issued for the construction of a new building, the enlargement or increase in the net floor area of an existing building, the development of a use not located in a building, or the change from one type of use to another, unless off-street parking spaces, loading bays, and bicycle parking are provided in accordance with this Code.

1019.03 Exempted Improvements

If undertaking improvements to an existing parking area, the following improvements are exempt from this section:

- A. Seal coating or surface treatment (e.g. mill and overlay) of a parking area
- B. Patching or repair to less than 25% of the parking area surface

1019.04 Minimum Parking Requirements

- A. Parking space requirements are established in Table 1019-1. For uses not listed, the off-street parking requirements shall be established by the Zoning Administrator based upon the characteristics and functional similarities between uses including, but not limited to: the size of building, type of use, number of employees, expected volume and turnover of customer traffic, and expected frequency and number of delivery or service vehicles. For structures containing multiple uses, parking shall be calculated separately for each use.
- B. Required parking spaces must be located on the same lot as the principal use, unless shared parking or off-site parking is approved for the use.
- C. The number provided for required parking spaces in Table 1019-1 shall be the minimum requirement. For those uses that the minimum parking is calculated on a use per square foot, the total gross floor area will be applied.

Table 1019-1: Minimum Parking Standards

Use	Proposed Minimum Standard	Existing Standard, if different
Residential, single-family dwelling	2 spaces per dwelling unit, 1 space must be enclosed.	same
Residential, two-family dwelling	2 spaces per dwelling unit, 1 must be enclosed.	None
Residential, multi-family dwelling	1 space per bedroom plus .25 spaces per every 1 unit for visitor parking.	2 spaces per dwelling unit; 1 must be enclosed
Cluster/ housing	2 spaces per dwelling unit, 1 space must be enclosed	none
Senior housing	1 enclosed space per dwelling unit plus .25 space per unit for visitor parking	1 enclosed space plus .3 visitor spaces per unit
Adult day care	1 space per each employee plus 1 space per each 10 program participants, based on maximum participant capacity of the facility.	None
Group day care, nursery school	1 space per employee plus 1 space per each 10 program participants, based on maximum participant capacity of the facility.	4 spaces and 1 space per 500 s. f. in excess of 1 st 1000 sq ft of GLA
Medical or dental office	1 space per 250 sq. ft. of gfa, but not fewer than 5 spaces	3 employee spaces and 5 spaces per 1000 s.f. of gfa
Assisted living	1 space per employee plus 1 space per 4 beds or dwelling unit, whichever is greater	None
Nursing home	1 space per 4 beds at designed capacity	1 space per 4 beds
Community center	Parking requirement shall be based upon uses within the building	None
Libraries, museums, art	1 space per 300 sq. ft. gfa of principal structure	4.1 spaces per 1,000 of gfa or 1 space per 3 seats
Places of public assembly or religious institutions	1 space per each 4 seats at maximum capacity of assembly hall. A single seat on a bench is equal to 28".	1 space per 3.5 seats
Elementary and junior high schools	2 spaces per each classroom or 1 space for each 5 seats in the primary assembly area, whichever is greater	1 space per 7 students based on building capacity
High school and post-secondary schools	1 space per each 4 students based on building capacity, plus one space for each two classrooms.	1 space per classroom and 1 space per 3 students based on building capacity.
Animal hospitals and veterinarians	1 space per each 250 sq. ft. gfa, but not fewer than 5 spaces.	none

Table 1019-1: Minimum Parking Standards

Use	Proposed Minimum Standard	Existing Standard, if different
Bank	1 space per each 300 sq. ft. gfa	6 per 1000 gla
Catering	1 space per each 500 sq. ft. gfa	
Coffee shop	1 space per each 200 sq. ft. gfa	
Convention or exhibit halls	1 space per each 4 occupants at maximum designed capacity.	
Food service or bakeries	1 space per 25 sq. ft. customer floor area.	
Lodging (e.g. hotel, motel, or inn)	1 space per each guest room plus 1 space per 20 guest rooms to accommodate staff parking; plus 75% of the normal space required for accessory uses (e.g. restaurant, banquet space, meeting rooms, etc.)	
Motor fuel station	3 spaces. Multiple uses shall be calculated separately.	
Motor vehicle service	4 spaces per each service bay.	
Offices	Less than 50,000 sq. ft. floor area: 1 space per each 250 sq. ft. gfa Between 50,000 sq. ft. floor area and 200,000 sq. ft. floor area: 1 space per each 275 sq. ft. gfa Between 200,000 sq. ft. floor area and 400,000 sq. ft. floor area: 1 space per each 300 sq. gfa Greater than 400,000 sq. ft. floor area: 1 space per each 325 sq. ft. gfa	5 spaces per 1000 sf of glfa
Open sales or rental lots	1 space per each 2,500 sq. ft. customer service area.	
Sport/health club, studio, pool	One space per each 200 sq. ft. non-court area. Two spaces per tennis/ racquetball court. One space per each 50 sq. ft. deck area for a swimming pool.	
Theater, auditorium, assembly halls	1 space per each 4 seats. A single seat on a bench is equal to 28".	1 space per 3 seats
Restaurants - Drive-through/Fast Food	1 space per each 60 sq. ft. floor area.	
Restaurants - Sit-down	1 space for every 3 seats under maximum designed capacity	
Retail store, grocery, and service establishment where > 25% gross floor area is customer area	1 space per each 325 sq. ft. gfa	5 spaces per 1000 sq. ft. net area

Table 1019-1: Minimum Parking Standards

Use	Proposed Minimum Standard	Existing Standard, if different
Large merchandise retail (e.g. appliance stores, car sales)	1 space per each 500 sq. ft. gfa	
Retail where < 25% gross floor area is customer area	One space per each 100 sq. ft. of customer service area.	None
Shopping Center	1 space per 325 sq. ft. of gla Grocery stores and theaters shall be calculated separately. Restaurants and food service shall be calculated separately unless the shopping center exceeds 20,000 sq. ft. in size and no wait-staff is present, and the use constitutes less than 25% of the shopping center's floor area.	5 spaces per 1000 gfa
Manufacturing, fabrication, or processing	1 space per employee on the largest shift	1 space per employee on the largest shift
Retail showrooms	1 space per each 500 sq. ft. floor area.	None
Warehouse	1 space per each 2,000 sq. ft. gfa.	1 space per 2000 gf

1019.05 Reductions to Minimum Requirements

The following off-street parking reductions may be utilized jointly or separately except as indicated otherwise:

- A. **Modification Request:** An applicant may request a modification of the minimum required number of parking spaces by submitting a study of anticipated parking demand. Parking studies shall be prepared by a professional engineer with expertise in traffic and parking analysis, unless an equally qualified individual is authorized by the Zoning Administrator.
- B. **Transit Service:** Parking may be reduced by 10% for any parcel located within one-quarter of a mile of a transit stop. To qualify, the transit stop must be served by regular transit service on all days of the week and adequate pedestrian access must be available between the transit stop and the parcel. Regular transit service shall operate at least twice hourly between 7:30 a.m. and 6:30 p.m. on weekdays and once hourly after 6:30 p.m. Regular transit service shall operate on Saturdays, Sundays, and holidays.
- C. **On-Street Parking:** Parking may be reduced on a one-for-one basis through the use of on-street parking adjacent to the parcel. To qualify, adequate pedestrian access must be available between the principal structure and all on-street parking spaces. On-street parking reductions may be approved by the Zoning Administrator, subject to a determination by the City Engineer that adequate off-street parking will be available to accommodate vehicles during snow removal and other periods of parking restrictions.
- D. **Travel Demand Management:** In those instances where no transit or on-street parking reductions are available, parking minimums may be reduced by 5% through the implementation of a travel demand management plan. Such a plan shall be filed with and approved by the Zoning Administrator and may be subject to an annual review.

1019.06 Parking Area Maximums

The maximum number of parking spaces for any building or use shall not exceed the amount determined as follows:

- A. Minimum parking requirement of 20 or fewer spaces shall not have more than 175% of the number of spaces identified in Table 1019-1.
- B. Minimum parking requirement of more than 20 space and less than 51 spaces shall not have more than 150% of the number of spaces identified in Table 1019-1.
- C. Minimum parking requirement of 51 spaces or more shall not have than 125% of the number of spaces required as identified in Table 1019-1.
- D. Additional parking may be provided if it does not increase impervious surface area beyond that which would be created by meeting the maximum parking requirement. Examples of additional parking include, but are not limited to, under structure parking, roof top parking, or structured parking above a surface parking lot.
- E. An applicant may request a modification of the maximum allowed number of parking spaces by submitting a study of anticipated parking demand. Parking studies shall be prepared by a professional engineer with expertise in traffic and parking analysis, unless the Zoning Administrator authorizes an equally qualified individual.

1019.07 Shared Parking

Shared off-street parking facilities are allowed to collectively provide parking in any district for more than 1 structure or use, subject to the following conditions:

- A. The uses must have their highest peak demand for parking at substantially different times of the day or week or an adequate amount of parking shall be available for both uses during shared hours of peak demand. A parking plan shall address the hours, size, and mode of operation of the respective uses.
- B. The minimum spaces required under a shared parking plan shall be based on the following:
 - 1. For those uses parking at substantially different times of the day or week, the number of spaces required for the use that requires the most parking.
 - 2. For those uses parking at the same hours of peak demand, the number of space required shall be 1.5 times the number of spaces required by the use that requires the most parking.
- C. Shared parking facilities shall be protected by an irrevocable

covenant running with the land and recorded with the County in a form approved by the City Attorney. A certified copy of the recorded document shall be provided to the Zoning Administrator prior to the use of the shared parking arrangement.

1019.08 Proof of Parking.

If it is demonstrated that the required minimum parking is in excess of the actual demand, all of the required parking need not be constructed initially. The City Council may grant a Proof of Parking Agreement to the developer. This agreement shall describe the required parking, demonstrate that space exists to comply with the parking requirement, and set conditions for the future construction of the required parking. The agreement shall state that the developer or future successors shall be responsible for completing parking improvements to meet City code requirements. The area of future parking shall be landscaped, but that landscaping shall not be used to satisfy landscaping requirements.

1019.09 Off-site Parking

Off-site parking shall require a conditional use permit, subject to the following conditions:

- A. Paved pedestrian access shall be provided and maintained between the off-site parking facility and the principle structure.
- B. The off-site parking facility shall be located no further than 300 feet from a residential structure and no further than 500 feet from a non-residential structure. Shuttle service may be provided as an alternative means of access for non-residential uses.
- C. Off-site parking facilities shall be protected by an irrevocable covenant recorded by the County. A certified copy of the recorded document shall be provided to the Zoning Administrator prior to the use of the off-site parking area.

1019.10 Parking Area Use

Required parking spaces and the driveways providing access to them shall not be utilized for the following:

- A. Storage of unlicensed or inoperable motor vehicles, other goods, or snow
- B. Display, sales, rental, or repair of motor vehicles
- C. Permanent display and sales goods; temporary or seasonal display and sale of goods shall be allowed pursuant to section 1005.E (2) of the City Code
- D. Loading and unloading of vehicles

- E. Living space, unless required parking spaces are provided elsewhere

1019.11 Bonuses

- A. If 50% or more of all required off-street parking spaces are provided via above- or under-ground structured parking, the following bonuses shall apply:
1. For each structured parking space, 300 square feet shall be added as lot area for the purpose of determining allowable density up to a __% increase.
 2. The height added to the principle structure by any floor that is totally used for parking in or under the principle structure shall not be included to determine the size of the required yards.

1019.12 Design Requirements

- A. **Site Plan:** All applications for a building permit, shall include a site plan, drawn to scale, that depicts the location and arrangement of vehicle parking, curb cuts, driveways, and walkways.
- B. **Access and Location:** Parking areas shall have access to a public street. Driveways shall be located to minimize interference with traffic movement.
- C. **Parking Spaces:** Required parking spaces shall be at least 9 feet wide and 18 feet long. Up to 50% of the required space may be designated compact spaces. Compact spaces must be identified through appropriate signage. Unless alternative requirements are designated by the Zoning Administrator and/or City Engineer, parking spaces shall be served by access drives with minimum dimensions provided as follows:

Table 1019-2: Parking Lot Dimensions				
Stall Angle (degrees)	Curb Length (feet)	Vehicle Projection (feet)	Aisle (feet)	Traffic Flow
45	9	22	14	One way
60	9	21	16	One way
75	9	21	18	One way
90	9	18	24	Two way
90 compact	8	16	24	Two way
Parallel	23.0	8.5	22	

- D. **Handicapped Parking Spaces:** The size, number, and location of stalls reserved for handicapped parking shall be provided and identified as required by applicable regulations. These spaces are

included in the computation for as part of the minimum parking space requirement.

E. Turnarounds:

1. All parking areas except those serving 1-family and 2-family dwellings on local streets shall be designed so that cars do not have to back into the public street.
2. Parking areas for 1-family and 2-family dwellings with driveway access onto County or State roads shall be designed so that cars do not have to back into the street.

F. Surfacing: All off-street parking areas and driveways shall be constructed of bituminous asphalt, concrete, pavers, or other material approved by the City Engineer.

G. Walkways: Required parking areas for 6 or more vehicles shall have walkways separated from the parking area and surfaced with bituminous asphalt, pavers, or concrete to provide access from parking areas to the entrances of buildings.

H. Drainage: All parking or paved areas shall be adequately served by storm sewer or other approved stormwater facilities. Such facilities shall be approved by the City Engineer.

I. Lighting: Required parking areas for six or more vehicles shall provide an average horizontal illumination between 0.4 and 1.0 footcandle. The average horizontal illumination in all parking ramps shall be 1.0 footcandle.

1. Any illumination, whether affixed to a building or otherwise, within a lot in any residential district, shall not be permitted to beam beyond the lot lines wherein it is located.

J. Curbs: A six-inch-high, poured-in-place concrete curb shall be provided around the periphery of all parking lots and internal access roads, except where the City Engineer determines that a curb would impede the drainage plan.

1019.13 Maintenance

All off-street parking areas shall be maintained in good repair.

1019.14 Bicycle Parking

A. Bicycle parking is required to provide adequate and safe facilities for the storage of bicycles, to encourage the use of bicycles as an alternative to motor vehicles, and to provide bicycle access to employment, commercial and other destinations.

B. General Requirements: Bicycle parking may be provided using the following approaches:

1. Bicycle racks: open-air devices to which a bike is locked,

suitable for short-term visitor and customer parking.

2. Bicycle lockers: stand-alone enclosures designed to hold one bicycle per unit, preferred for sites that require all-day bicycle parking.
3. Bicycle lock-ups: site-built secure enclosures that hold 1 or more bicycles, best for residents' and employees' all-day or long-term bicycle storage.
4. All bicycle racks or lockers must be securely anchored to the ground or building structure.
5. Bicycle racks or lockers shall be placed on a level, pavement or concrete surface.



C. Location criteria for bicycle racks:

1. Bicycle racks shall be placed near building entrances, generally within 50 feet.
2. Bicycle rack placement should allow for visual monitoring by people within the building and/or people entering the building.
3. Bicycle racks shall be located to avoid conflicts with pedestrians.
4. Bicycle racks shall be at least 24 inches from a wall to which they are parallel and 30 inches from a wall to which they are perpendicular.

The City encourages the use of the "inverted U" type bike rack. Bike rack designs should provide for:

- Supporting the bicycle frame at two locations, not including either wheel.
- Allowing both the frame and at least one wheel to be locked to the rack
- Allowing the use of either a cable or U-type lock
- Bicycles which are equipped with water bottle cages
- Bicycles which are not equipped with kickstands
- All types and sizes of bicycles, including various types and sizes of frames, wheel sizes and tire widths.

D. Number of Required Bicycle Parking Spaces:

1. Bicycle parking spaces equal to 10% of the automobile parking space requirement, but not less than four bicycle parking spaces.
2. Exceptions:
 - a. Low-density Residential: No bicycle parking spaces are required.
 - b. Schools: Schools must provide one bicycle parking space per 10 students.

E. **Proof of Bicycle Parking:** If it is demonstrated that the required minimum bicycle parking is in excess of the actual demand, all of the required parking need not be constructed initially. The Zoning Administrator may approve a Proof of Bicycle Parking Plan. This plan shall describe the required bicycle parking, demonstrate that space exists to comply with the bicycle parking requirement, and set conditions for the future construction of the required bicycle parking. The Plan shall state that the developer or future successors shall be responsible for completing bicycle parking improvements to meet City code requirements.

1019.15 Pedestrian Circulation and Access

- A. Pedestrian access points shall be provided at all pedestrian arrival points to the development including the property edges, adjacent lots, abutting street intersections, crosswalks, and at transit stops. Pedestrian access shall be coordinated with existing development to provide circulation patterns between developments.
- B. **Conflicts:** Pedestrian walkways shall form an on-site circulation system that minimizes the conflict between pedestrians and traffic at all points of pedestrian access to on-site parking and building entrances, and between buildings.
- C. **Design Standards:** Pedestrian access and walkways shall meet the following minimum design standards:
 - a. Access and walkways shall be well-lit and physically separated from driveways and parking spaces by landscaping, berms, barriers, grade separation or other means to protect pedestrians from vehicular traffic;
 - b. Access and walkways shall be a minimum of six (6) feet of unobstructed width and meet City standards for surfacing of walkways or sidewalks;
 - c. Access shall be usable by mobility-impaired persons and shall be designed and constructed to be easily located by the sight-impaired pedestrian by either grade change, texture or other equivalent means;
 - d. A crosswalk shall be required when a walkway crosses a driveway or a paved area accessible to vehicles. Raised crosswalks or speed bumps may be required at all points where a walkway crosses the lane of vehicle travel.

1019.16 Off-street Loading Facilities

- A. Loading zones. The off-street loading requirement for nonresidential buildings may be satisfied by the designation of a loading zone area on the site. This loading zone area shall be separate from any required off-street parking area and access to the loading zone area shall be provided that does not conflict with automobile circulation to, from, or within the site.
- B. Loading docks, berths, and facilities.
 - 1. **Loading Facility:** A loading facility includes the dock, the berth for the vehicle, maneuvering areas, and the necessary screening walls.
 - 2. **Location:**
 - a. All loading berth curb cuts shall be located 25 feet or more from the intersection of two street rights-of-way.
 - b. No loading berth shall be located less than 50 feet from any parcel that is zoned residential and used

- or subdivided for residential use, or has an occupied institutional building, including but not limited to schools, religious institutions, and community centers, unless it is entirely within a building.
- c. Loading facilities shall not occupy the required front yard. In situations where access to the loading berth is directly from the street and no other practicable means of access exist, this screening requirement shall not apply.
 - 3. **Access:** Each loading berth location shall permit vehicular access to a street in a manner that will least interfere with traffic.
 - 4. **Surfacing:** All loading facilities and accessways shall be paved with bituminous or concrete paving to control the dust and drainage.
 - 5. **Screening:** See section _____.
- C. **Accessory use:** No required loading berth or access drive shall be used for the storage of goods or inoperable vehicles. It may not be included as a part of the space necessary to meet the off-street parking requirements.