



Off-Street Parking & Loading Requirements

Excerpts from Land Use Code Chapter 20.16, Article VIII

Last Updated: July 1, 2023

20.16.150 Number of required vehicular parking spaces

A. General requirements

1. Off-street parking spaces shall be provided based on the gross floor areas set forth in Table 17, except as provided in subsection (b).
2. If, in the application of the requirements of this article, a fractional number is obtained, one parking space shall be provided for a fraction of one-half or more, and no parking space shall be required for a fraction of less than one-half space.
3. For a use not specified in Table 17, the same number of off-street parking spaces shall be provided as required for the most similar specified use.

Table 17 Required number of vehicular parking spaces

Land Use	Parking Requirement
Residential uses	
Single-family dwellings and other types of ownership dwellings	2 spaces per unit, 1 of which is located in a garage or carport
Multi-family rental dwellings	1.5 spaces per unit, 1 of which is located in a garage or carport
Multi-family dwellings, rental and ownership	1 uncovered guest space per 3 units
Residential care, general	1 space per 2 beds
Day care - large family	3 spaces, no more than one of which may be provided in a garage or carport. These may include spaces already provided to fulfill residential parking requirements. Parking may be on street if contiguous to property.
Homeless shelters	1 space per residential family, .35 spaces per bed plus 1 space per maximum number of staff on site
Trailer and mobile home parks	1 space per unit, plus 1 guest space per 3 units
Commercial uses	
Hotels, motels, boarding houses, residential visitor lodging, overnight stay units for spas, private residential clubs	1 space for each guest room or for 2 beds, whichever is greater, plus 1 space for each 2 employees or owner/occupants
Banks	1 space per 200 sq. ft. of gross floor area

Land Use	Parking Requirement
Food stores	1 space per 200 sq. ft. of gross floor area
Neighborhood convenience retail stores	1 space per 150 sq. ft. of gross floor area
Retail, general and retail, secondhand	1 space per 300 sq. ft. of gross floor area, except for floor area devoted to storage and truck loading
Personal services	1 space per 300 sq. ft. of gross floor area, except for floor area devoted to storage and truck loading
Retail warehouses and retail stores principally handling bulky merchandise such as furniture, major household appliances, hardware sales and machinery	1 space per 600 sq. ft. of gross floor area, except for floor area devoted to storage and truck loading
Commercial service establishments, including repair shops	1 space per 600 sq. ft. of gross floor area, except for floor area devoted to storage and truck loading
Health clubs, spas, dance studios, gymnastic schools/studios	1 space per 300 sq. ft. of gross floor area
Offices - administrative, business and professional	1 space per 300 sq. ft. of gross floor area
Offices - medical and dental	1 space per 200 sq. ft. of gross floor area, or 5 spaces per doctor, whichever is greater
Personal storage facilities	1 space per 10,000 sq. ft. of gross floor area, plus 2 covered spaces for onsite caretaker quarters, if required
Restaurants, bars, and other establishments for the sale and on-site consumption of food and beverages	1 space per 3 seats
Restaurants and other eating establishments having drive-in, drive-up or walk-up service as a primary use	1 space per 100 sq. ft. of gross floor area, including outdoor seating area. Credit may be granted for drive-through based on 1 space for each 24 linear feet of painted drive-through lane to a maximum of 4 spaces
Service stations	1 space for each 250 sq. ft. of floor area, plus 3 spaces for each service bay.
Industrial uses	
Manufacturing plants and other industrial uses in an enclosed building	1 space per 500 sq. ft. of gross floor area, or 1 space per employee on the largest shift, whichever is greater
Warehouse and storage uses	1 space per 1000 sq. ft. of gross floor area up to 10,000 sq. ft., plus 1 space per 2,500 sq. ft. above 10,000 sq. ft.
Wholesale automotive and truck supply stores, with retail sales comprising no more than twenty-five (25) percent of the floor area	1 space per 500 sq. ft. of gross floor area
Places of public assembly and institutional uses	
Auditoriums, churches, private clubs, lodges, halls, community centers, mortuaries, sports areas and stadia, theaters, and other places of public assembly	1 space per 4 fixed seats or 1 space per 40 sq. ft. of floor area for usable seating if seats not fixed, plus 1 space per 2 employees

Land Use	Parking Requirement
Hospitals, sanitariums, nursing homes	1 space per 3 beds, plus 1 space per 3 employees on largest shift, plus 1 space per staff doctor
Bowling alleys	5 spaces per lane
Nightclubs	1 space per 50 sq. ft. of gross floor area used for dancing
Libraries, museums, art galleries	1 space per 600 sq. ft. of gross floor area, plus 1 space per 2 employees
Post offices	1 space per 1,000 sq. ft. of gross floor area, plus 1 space per 2 employees on largest shift
Cemeteries, columbariums, crematories	1 space per 2 employees, plus additional spaces as may be required by Planning Commission
Public buildings and grounds	1 space per 2 employees, plus additional spaces as may be required by Planning Commission
Public utility structures and installations	1 space per 2 employees on largest shift, plus additional spaces as may be required by Planning Commission
Bus depots, railroad stations and yards, airports and heliports and other transportation terminal facilities	1 space per 2 employees on largest shift, plus additional spaces as may be required by Planning Commission
Educational Facilities	
Schools and colleges, including private kindergartens, elementary and high schools and limited/general day care facilities	1 space for each employee, including all staff members and 1 space for each 3 students in grade 10 and above
Business, professional, trade, art, craft, music and dancing schools and colleges	1 space for each employee plus 1 space for each student on the premises at one time

B. Vehicular parking exceptions

1. Covered parking The Planning Commission may waive the requirement for covered parking for senior or affordable housing developments and mixed use residential and commercial or industrial projects if this will facilitate reduced costs or improve the design of the project.
2. Senior housing The Planning Commission may reduce the parking requirements for senior housing developments.
3. Shared parking The number of required parking spaces for multiple land uses on a site may be reduced by the Planning and Building Director in the event it is determined that shared use of the same parking facilities can occur at differing times of the day and/or days of the week. Requests for shared parking reductions may be made to the Planning and Building Department in writing and shall be accompanied by a shared parking analysis completed and signed by a registered traffic engineer indicating that no adverse effects would result from the shared use of parking spaces.

4. Parking In-Lieu Fee Parking requirements for nonresidential, new construction (additional square footage) located within the area depicted here, as established by this section (Table 17) or as otherwise established by procedures under this Land Use Code, may be met by payment of a parking in-lieu fee as provided for in this section.

- a. Existing nonresidential space shall be exempt from this section.
- b. The parking in-lieu fee shall be a per-parking-space fee and is only applicable when a required parking space is not provided.
- c. The amount per parking space for new construction (additional square footage) shall be as established in the City’s master fee schedule, as amended from time to time.
- d. The parking in-lieu fee shall be paid prior to the issuance of building permits.
- e. Funds collected by the City from parking in-lieu fee payments shall be deposited into a dedicated “parking and alternative transportation” deposit account and shall be used for parking and alternative transportation, including bicycle and pedestrian, improvements throughout the City.
- f. Payment of the parking in-lieu fee shall be subject to the following:
 - i. In combination with the spaces provided on site, payment of the fee shall be considered full satisfaction of the off-street parking requirement, as determined by this section.
 - ii. The fee shall be non-refundable, and payment of the fee does not carry any other guarantees, rights, or privileges to the payer.
 - iii. Payment of the fee does not represent an obligation of the City to provide parking spaces within any particular proximity to the project for which the payment was made or to make available parking spaces within any particular amount of time.
 - iv. Payment of the fee does not entitle the applicant, his or her tenants, or his or her clients to exclusive or private use of any public parking spaces. (Ord. 1149 § 1, 2015; Ord. 1139 § 1, 2014; Ord. 1106 § 2 (Exh. A § 1910), 2011.)



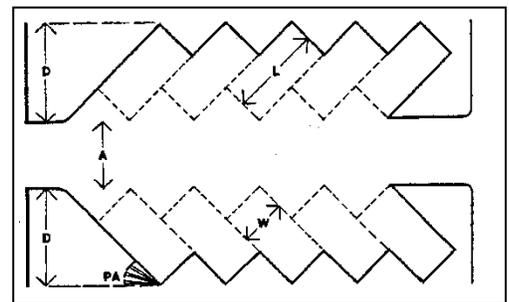
20.16.155 Dimensional standards for vehicular parking facilities

A. Parking space dimensions and required back up and maneuvering areas shall comply with the standards set forth in Table 18.

Table 18 Minimum parking space and aisle dimensions

Parking Angle	Width (W)	Depth (D)	Length (L)	1-Way Drive (A)	2-Way Drive (A)
parallel	9'	--	22'	18.5'	20'
30°	9'	16'	18'	12'	20'
45°	9'	19'	18'	13'	20'
60°	9'	20'	18'	18'	20'
90°	9'	18'	18'	24'	26'

Figure 1 – Dimension Measurements



- B. Increased width Parking spaces located adjacent to and parallel to a wall or other solid barrier shall be widened by an additional two (2) feet.

20.16.160 Handicapped parking

All parking lots accessible to the public shall provide parking spaces designated for use by handicapped persons, as required by other city requirements as well as state and federal law. Handicapped spaces shall be included as part of the total number of parking spaces required for each land use as specified in Section 20.16.150.

20.16.165 Design criteria for vehicular parking

The following standards and criteria shall govern the design and improvement of off-street vehicular parking.

A. Access criteria to parking areas

1. Parking areas in commercial, office, industrial, public and multi-family residential projects shall be provided with suitable maneuvering room so that all vehicles therein may enter an abutting street in a forward direction without backing onto a street.
2. If more than two (2) parking spaces are located on a site, backing a vehicle across a property line abutting a street is prohibited.
3. Use of a required parking space shall not require more than two (2) vehicle maneuverings, except for parallel parking spaces.
4. Parking spaces shall be located to preclude vehicular maneuvering or back up within ten (10) feet of a vehicular entrance to the property.
5. Except for single-family residences, duplexes and affordable housing projects, each parking space shall have unobstructed access from a street or alley or from an aisle or drive connecting with a street or an alley, nor shall the moving of one vehicle be required in order to gain access to a parking space.
6. Entrances from and exits to streets shall be provided at locations approved by the Public Works Director.

B. On-site circulation criteria

1. Parking and circulation shall be designed so that emergency and other public service vehicles can provide service without backing unreasonable distances or making other dangerous or hazardous turning movements.
2. Separate vehicular and pedestrian circulation systems should be provided within a parking area, where possible. Pedestrian linkages between uses in commercial developments should be emphasized, including distinct pedestrian access from parking areas in large commercial developments.

C. Parking lot surfacing

1. Parking areas, aisles, and access drives shall be paved so as to provide a durable, dustless surface and shall be so graded and drained as to dispose of surface water without damage to private or public properties, streets or alleys.
2. All parking and loading areas shall be surfaced with a minimum thickness of two (2) inches of asphalt concrete (Type A) over a minimum thickness of six (6) inches of Class II aggregate base material or a minimum thickness of six (6) inches of Portland cement concrete. Such surfacing shall be permanently maintained free of structural defects. The Planning and Building Director or Planning Commission may approve the use of pervious paving to reduce post-construction stormwater runoff where maintenance is guaranteed to ensure the long-term permeability of the paving.

3. Notwithstanding the above, parking lots with ten (10) or fewer required parking spaces, at the discretion of the Planning and Building Director or Planning Commission, may make use of alternate overlay material such as pavers, chip-seal and rock material provided it is affixed with an underlying seal coat. However, within ten (10) feet of a sidewalk or roadway, the driveway shall meet the asphalt or concrete requirements of this subsection.
- D. Bumper rails or guards shall be provided at locations prescribed by the Public Works Director where needed for safety and to protect property.
 - E. Lighting of parking areas
 1. Parking areas designed to accommodate three or more vehicles in other than vehicle sales areas shall have lighting facilities capable of providing sufficient illumination at every point of the parking area.
 2. Free-standing light fixtures shall be limited to a maximum height of fourteen (14) feet above finished grade.
 3. All illumination, including security lighting, shall be arranged so as to reflect away from adjoining properties and rights-of-way.
 - F. Landscaping and screening
 1. Landscaping and screening for parking areas shall be installed as required in Section 20.16.100.
See Section 20.16.100 below for additional design requirements.
 2. Walls, dense landscaping and other opaque screens within parking areas shall have a maximum height of thirty (30) inches to allow for maximum visibility.
 - G. Slope and drainage criteria
 1. Parking areas designed exclusively for parking and vehicle maneuvering shall be designed and improved with grades not to exceed a five (5) percent slope.
 2. Driveways used exclusively for ingress and egress or interior parking lot circulation shall be designed and improved with grades not to exceed ten (10) percent slope.
 3. All off-street parking and loading facilities shall be so designed that surface water will not drain over any sidewalk.
 - H. Marking of parking stalls
 1. All parking spaces shall be demarcated in a manner clearly showing the layout of the intended parking stalls. Such striping shall be maintained in a clear and visible manner.
 2. All pavement markings shall be white, with the exception of handicapped parking markings.
 - I. No repair work or servicing of vehicles shall be conducted in a parking area.

20.16.170 Location of vehicular parking

Required vehicular parking shall be located as follows.

- A. Except as provided below, off-street parking facilities required by this article shall be located on the same site as the use for which the spaces are required or on an adjoining site or a site separated by an alley, from the use for which the spaces are required.
- B. When off-street parking facilities are provided in compliance with the requirements of this article on a site other than the site on which the use to be served by the parking facilities is located, an indenture shall be recorded in the office of the County Recorder designating the off-street facility and the use to be served, with legal descriptions of all sites involved, and certifying that the off-street parking facility shall not be used for any other purpose unless the restriction is removed by a resolution of the

City Council. An attested copy of the recorded indenture shall be filed with the Planning and Building Director and Building Official. Upon submission of satisfactory evidence that other off-street parking facilities have been provided in compliance with the requirements of this article or that the use has ceased or been altered so as to no longer require the off-street parking facility, the Council may, by resolution, remove the restriction.

- C. In the Downtown Commercial and Public Zoning Districts, a conditional use permit may be granted to permit off-street vehicular parking spaces to be separated if located within 300 feet of the use for which the spaces are required, measured by the shortest distance of pedestrian access.
- D. Location in required residential yards
 - 1. In residential zoning districts, required off-street vehicular parking spaces shall not be located within a required front yard or within the street side yard of a corner lot.
 - 2. On a corner side street, required parking spaces shall be located at least twenty (20) feet distant from the back of sidewalk, excepting covered parking, which may be located five (5) feet from the back of sidewalk. If no sidewalk exists, the front of the structure shall be located five (5) feet or at least twenty (20) feet from the edge of pavement.
 - 3. In the Grove Street Mixed Use Zoning District, an accessory structure used as a garage or carport and accessed by a rear alley shall be located five (5) feet or at least twenty (20) feet from the edge of the alley pavement.

20.16.175 Bicycle parking

- A. Lockable bicycle parking shall be provided for commercial and industrial projects with buildings greater than 5,000 square feet in size and for multi-family residential projects of ten (10) or more units.
- B. Required bicycle parking shall be located in highly visible locations.

20.16.180 Pedestrian and transit access

Project designs shall accommodate nearby transit and pedestrian uses and corridors.

20.16.185 Off-street loading

- A. Number of loading berths
 - 1. Off-street loading berths shall be provided in the following numbers.
 - a. Commercial and industrial establishments including retail stores, eating and drinking establishments, personal service establishments, commercial service enterprises, warehouses, storage facilities, manufacturing plants and other industrial uses:
 - i. No berths for less than 4,000 square feet of gross floor area
 - ii. One berth for 4,000 to 30,000 square feet of gross floor area
 - iii. Two berths for 30,000 to 70,000 square feet of gross floor area
 - iv. Three berths for 70,000 to 120,000 square feet of gross floor area
 - v. One additional berth for each 100,000 square feet of additional floor area
 - 2. Public and private administrative, business and, professional offices, hospitals, nursing homes, sanitariums, institutions, hotels and motels:
 - a. No berths for less than 10,000 square feet of gross floor area
 - b. One berth for 10,001 to 100,000 square feet of gross floor area
 - c. Two berths for 100,001 to 200,000 square feet of gross floor area
 - d. Three berths for 200,001 square feet of gross floor area and greater

3. Mortuaries: One berth for up to 500 square feet of gross floor area, plus one additional berth for each additional 10,000 square feet of gross floor area.
4. Day care facilities: One loading and unloading zone generally located near the front entrance of the facility.
5. Any other use that requires the recurring receipt or distribution of goods or equipment by truck One berth plus the number of additional berths as prescribed by the Planning Commission.
6. If more than one use is located on a site, the number of off-street loading berths provided shall be equal to the sum of the loading requirements prescribed in this article for each use. If more than one use is located on a site and the gross floor area of each of the use is less than the minimum for one loading berth, but the aggregate gross floor area is greater than the minimum for which loading berths are required, off-street loading berths shall be provided based on the aggregate gross floor area for all uses on the site.
7. If, in the application of the requirements of this section, a fractional number is obtained, one loading berth shall be provided for a fraction of one-half or more, and no loading berth shall be required for a fraction of less than one-half.
8. Off-street loading berths in addition to those prescribed above shall be provided if the Planning Commission finds that such additional berths are necessary to ensure that trucks will not be loaded, unloaded or stored on public streets. The Commission finding shall be based on an investigation of the anticipated frequency of truck pick-ups and deliveries and of the truck storage requirements of the use for which off-street loading berths are required.

B. Design criteria for loading facilities

All off-street loading facilities, whether provided in compliance with this article or not, shall conform to the provisions prescribed in Chapter 20.16, Article VI, Landscaping and Screening, and with the following standards:

1. Each loading berth shall not be less than forty-five (45) feet in length and twelve (12) feet in width and shall have an overhead clearance of not less than fourteen (14) feet, except that for mortuaries, cemeteries, columbariums, and crematories, a loading berth used exclusively for hearses shall be not less than twenty-four (24) feet in length and ten (10) feet in width and shall have an overhead clearance of not less than eight (8) feet. Loading berths for general day care facilities may also be reduced in size to twenty-four (24) feet in length and ten (10) feet in width.
2. Sufficient room for turning and maneuvering vehicles shall be provided on the site, except that not more than one loading space per site may be located so as to necessitate backing a vehicle across a property line abutting a street.
3. Each loading berth shall have unobstructed access from a street or an alley or from an aisle or drive connecting with a street or alley.
4. Entrances from and exits to streets shall be provided at locations approved by the Public Works Director.
5. The loading area, aisles, and access drives are to be paved so as to provide a durable, dustless surface and shall be so graded and drained as to dispose of surface water without damage to public or private properties, streets, or alleys.
6. Bumper rails or guards shall be provided at locations prescribed by the Public Works Director where needed for safety or to protect property.
7. If the loading area is illuminated, lighting is to be directed away from abutting residential sites.
8. A loading area shall not occupy a required front, rear or side yard.
9. No repair work or servicing of vehicles shall be conducted in a loading area.

C. Location of loading facilities

1. Off-street loading facilities prescribed by this article shall be located on the same site with the use for which the berths are required or on an adjoining site, unless alternative arrangements are approved by the Planning and Building Director, pursuant to subsection (2) below.
2. When off-street loading facilities are provided on a site other than the site on which the use to be served by the loading facilities is located, an indenture shall be recorded in the office of the County Recorder designating the off-street loading area facility and the use to be served, with legal descriptions of all sites involved, and certifying that the off-street loading facility shall not be used for any other purpose unless the restriction is removed by resolution of the City Council. An attested copy of the recorded indenture shall be filed with the Planning and Building Director and Building Official. Upon submission of satisfactory evidence that other off-street loading facilities have been provided in compliance with the requirements of this article or that the use has ceased or has been altered so as to no longer require the off-street loading facility, the Council shall, by resolution, remove the restriction.

20.16.100 Parking lot landscaping

Parking lots located in office, commercial, and industrial zoning districts shall be landscaped in accordance with the following standards:

20.16.100 Parking lot landscaping

Parking lots located in office, commercial, and industrial zoning districts shall be landscaped in accordance with the following standards:

- A. A minimum of 12 percent of a vehicle accommodation area shall be landscaped. A vehicle accommodation area shall include the area of a lot used by vehicles for access, circulation, parking, loading and unloading areas; it does not include space provided for display purposes or enclosed vehicle storage areas.
- B. A landscaped planter with a minimum width of five feet shall be provided adjacent to any public or private street wherever parking or circulation is generally located adjacent to such rights-of-way. The planter area shall be credited towards the minimum landscaped area required for the site as set forth in the above provision.
- C. A minimum of one tree shall be provided for every 10 parking spaces not located on the perimeter of the parking area and shall be located so as to provide visual relief to long rows of parked vehicles. Canopy-type trees should be used to provide a relatively consistent tree cover that will shade vehicles and pavement. Trees shall also be provided at appropriate intervals between perimeter parking spaces.
- D. Landscaped areas are to be distributed throughout the entire vehicle parking and circulation area as evenly as possible and as required by the Planning and Building director. In larger parking areas (two or more maneuvering aisles) interior landscaping shall be provided to additionally screen parking areas and to visually separate the parking area into smaller spaces.
- E. A vision triangle shall be reserved at all driveways as a public safety feature. Within this area, no vegetation shall exceed a height of three feet, except for trees that are pruned and maintained so as not to block the visibility of vehicles entering and exiting sites. The design and extent of the vision triangle shall be approved by the Planning and Building director.
- F. Where parking areas abut or overhang landscaped planters, the landscaping shall be protected by a curb not less than six inches high, concrete bumpers or an alternative material approved by the Planning and Building Director. (Ord. 1090 § 4 (Exh. B § 1880), 2009; Ord. 950 § 2 (Exh. A § 1880), 1998.)