

515.17

Off-Street Parking Requirements

Subdivision 1. Purpose. The purpose of regulating off-street parking in this Code is to alleviate or prevent congestion of the public right-of-way and to promote the safety and general welfare of the public, by establishing requirements for off-street parking of motor vehicles as a use that is accessory and subordinate to the utilization of various parcels of land or structures.

Subd. 2. Application. These regulations and requirements shall apply to all land uses and off-street parking facilities in all of the zoning districts of the city.

Subd. 3. Site Plan Drawing Necessary. All applications for a building or an occupancy permit in all zoning districts shall be accompanied by a site plan drawn to scale and dimension indicating the location of off-street parking and loading spaces in compliance with the requirements set forth in this section and, if applicable, section 520 site plan review.

Subd. 4. General Provisions.

- a) Permits required. To ensure proper location and configuration, permits are required for work on driveways.
 - 1) Plans for driveways must be submitted to the city for review and driveway permit approval prior to commencing work. All driveway plans will be reviewed and approved by the zoning administrator and city engineer. Plans for surfacing and drainage of driveways and parking areas for five or more vehicles will be reviewed by the city engineer and must receive written approval prior to construction.
 - 2) For driveway plans that involve changes to an existing curb cut or construction of a new curb cut within the public right-of-way, a curb cut permit application must be completed and submitted for review and approval by the city engineer in accordance with 800.10 of the city code. Standards governing the size and location/placement of curb cuts within the public right-of-way are contained in section 800.10 of the city code.
- b) Reduction of Existing Off-Street Parking Space or Lot Area. The number or configuration of off-street parking spaces and loading spaces or lot area existing upon the effective date of this Code shall not be changed in number, configuration or area unless the proposed new number, configuration or area meets the requirements for the use.
- c) Change of Use or Occupancy of Land. No change of use or occupancy of land already dedicated to a parking area, parking spaces, or loading spaces shall be made, nor shall any sale of land, division or subdivision of land be made which reduces the area necessary for parking, parking stalls, or parking requirements below the minimum prescribed by these zoning regulations.
- d) Change of Use or Occupancy of Buildings. Any change of use or occupancy of any building or buildings including additions requiring more parking area shall not be permitted until additional parking spaces are furnished as required by these zoning regulations.

e) Off-street parking facilities accessory to residential use must be utilized solely for the parking of licensed and operable passenger automobiles, and recreational vehicles and equipment as provided in section 1330 of the city code.

f) Calculating Space.

- 1) When determining the number of off-street parking spaces results in a fraction, each fraction of one-half or more shall constitute another space.
- 2) In stadiums, sports arenas, churches and other places of public assembly in which patrons or spectators occupy fixed benches, pews or other similar seating facilities instead of fixed seats, each 22 inches of such seating facilities shall be counted as one seat for the purpose of determining requirements. If fixed seating is not provided, then each seven square feet of floor area shall be counted as one seat.
- 3) In hospitals, bassinets shall not be counted as beds for the purpose of calculating the number of off-street parking spaces required.
- 4) Should a structure contain two or more types of use, each use shall be calculated separately for determining the total off-street parking spaces required.

g) Design Standards.

- 1) Each space shall be served adequately by access aisles.
- 2) Off-street parking requirements may be satisfied by providing space within the principal building. No building permit shall be issued to convert parking space into a dwelling unit or living area until other provisions are made to provide off-street parking as required by this Code.
- 3) Except in the case of 1-family and 2-family dwellings, parking areas shall be designed so that circulation between parking bays or aisles occurs within the parking lot and does not depend upon a public street or alley. Except in the case of 1-family and 2-family dwellings, parking area design which requires backing into the public street is prohibited.
- 4) Except in the case of 1-family and 2-family dwellings, parking areas and their aisles shall be developed in compliance with the following standards:

Angle of stalls from drive aisle	Curb Length	Vehicle Projection	Aisle Width	Total Width
0° (parallel)	22.0'	8.0'	24.0'	40'
45°	12.0'	18.5'	13.0'*	50.0'
60°	10.0'	20.0'	15.0'*	55.0'
75°	9.0'	20.5'	18.0'*	59.0'
90°	9.0'	18.0'	24.0'	60.0'**

*One way aisles only.

**Total bay width may be reduced to 58' if parking is provided within a parking ramp and the parking is predominantly for long term users.

- 5) Driveways for 1-family and 2-family dwellings. Curb cuts and driveway approaches for 1-family and 2-family dwellings shall comply with the standards contained in section 800.10 of the city code. Driveways for 1-family and 2-family dwellings shall comply with the following requirements:
- i) For the purposes of this subdivision, “driveway” shall mean the area on private property providing vehicular access to the garage or parking area; “driveway approach” shall mean the area within the street right-of-way and “curb cut” shall mean the edge of the street where joined by the driveway approach, whether or not standard concrete curb and gutter are present on the street.
 - ii) Driveway width shall not exceed the width of the garage’s vehicle entrance plus six feet.

Exception #1: For properties with only a single stall garage, driveway width shall not exceed 16 feet.

Exception #2: For properties that are lawfully nonconforming due to the lack of a garage, driveway width shall not exceed 16 feet plus a taper necessary to access 2 hard surfaced parking spaces for a 1-family dwelling or 4 hard surfaced parking spaces for a 2-family dwelling. Such a taper shall have an angle of at least 22-1/2 degrees and no more than 45 degrees. Such a taper shall not extend into the street right-of-way unless the city engineer determines that, due to setback or topographic constraints, extension of part of the taper into the boulevard is necessary to provide reasonable access to the required parking spaces.
 - iii) Curb cuts and driveway approaches are governed by the standards contained in section 800.10 of the city code.
 - iv) The grade elevation of any parking area shall not exceed 10%.
- 6) Driveways for uses other than 1-family and 2-family dwellings. Curb Cuts and driveway approaches for uses other than 1-family and 2-family dwellings shall comply with the standards contained in section 800.10 of the city code. Driveways for uses other than 1-family and 2-family dwellings shall comply with the following requirements.
- i) For the purposes of this subdivision, “driveway” shall mean the area on private property providing vehicular access to the garage or parking area; “driveway approach” shall mean the area within the street right-of-way providing vehicular access from the curb cut to the driveway; and “curb cut” shall mean the edge of the street where joined by the driveway approach, whether or not standard concrete curb and gutter are present on the street.
 - ii) The grade elevation of any parking area shall not exceed 5%.
- 7) Curb cuts are governed by section 800.10 of the city code.

- 8) Surfacing. Areas used for parking space and driveways must be surfaced with bituminous or concrete pavement in accordance with standards approved by the city engineer.

Alternate hard surfacing such as brick pavers or pervious pavement may be approved on a case-by-case basis by the city engineer upon a determination that it will meet the following requirements:

- It will function in the same manner as traditional hard surfacing and its difference from traditional hard surfacing is primarily aesthetic or is designed to allow infiltration of surface water.
- It can be reasonably maintained with a life span similar to traditional hard surfacing.
- Site conditions such as topography do not preclude the use of alternative hard surfacing.
- The property owner has agreed to complete the installation in a manner consistent with generally accepted engineering and construction practices as well as the recommendations of the manufacturer.

- 9) Striping. Except for 1-family and 2-family dwellings, all parking stalls shall be marked with painted lines not less than 4 inches wide. Striping shall be maintained by the property owner as necessary to control parking on the property.

- 10) Lighting. Any lighting used to illuminate an off-street parking area shall be so arranged as to reflect the light away from adjoining property, abutting residential uses and public right-of-ways and be in compliance with subsection 515.13, subdivision 3 of this Code.

- 11) Signs. In addition to complying with section 405 of the city code, no sign shall be so located as to restrict the sight lines and orderly operation and traffic movement within any parking lot.

- 12) Curbing and Landscaping. Except for 1-family and 2-family dwellings, all open off-street parking shall have cast-in-place concrete barrier curb and gutter around the perimeter of the entire parking lot. The curb shall be at least 6 inches wide and the gutter shall be at least 12 inches wide; this minimum standard is typically referred to as “B6-12” curb and gutter. The face of the curb shall not be within 5 feet of any lot line and the back of the curb shall not be within 4 feet of any lot line. Turf or other acceptable landscaping material shall be provided in all areas bordering the parking area subject to the approval of the zoning administrator.

- 13) Parking areas that accommodate more than 20 cars shall be landscaped and planted with shade trees throughout the lot to the extent of at least 5% of the actual surfaced area.

- 14) Required Screening. All open, non-residential, off-street parking areas of 5 or more spaces shall be landscaped and screened from abutting or surrounding

residential districts in compliance with subsection 515.13, subdivision 10 of this Code.

- 15) Sight Distances. Adequate sight distances for vehicles and pedestrians shall be provided within parking lots.
- h) Maintenance. It shall be the joint and several responsibility of the occupant(s) and owner(s) of the principal use, uses or building to maintain, in a neat and adequate manner, the parking spaces, driveways, striping, landscaping, screening and any other improvements required by this Code.
- i) Location. All off-street parking facilities required by this Code shall be located and restricted as follows:
 - 1) Required off-street parking shall be on the same lot as the principal use being served, except as noted in subsection 515.17, subdivision 4 j).
 - 2) Except for 1-family and 2-family dwellings, head-in parking, directly off of and adjacent to a public street, with each stall having its own direct access to the public street, shall be prohibited.
 - 3) In Residential districts, off-street parking shall not be provided in the front setback or side street setback, except for 1-family and 2-family dwellings subject to the limitations in subsection 515.17, subdivision 4 i) 5).
 - 4) In the case of 1-family and 2-family dwellings, off-street parking is only permitted on a hard surfaced driveway leading directly into a garage. The driveway cannot exceed the maximum width established in 515.17, subdivision 4 g) 5) ii). Each property may also have 1 hard surfaced auxiliary parking space in addition to the driveway. The auxiliary space shall be located immediately adjacent to 1 side of the driveway, immediately adjacent to 1 side of the garage, or as 1 turn-around space immediately adjacent to the driveway. The auxiliary space cannot exceed 12 feet in width and 24 feet in length, and must be at least 10 feet from the habitable portion of a residential structure on an adjacent parcel. For access to the auxiliary space, a hard surfaced taper also is permitted, provided it does not extend into the boulevard and has an angle of at least 22-1/2 degrees and no more than 45 degrees.

Exception #1: If the property has setback or topographic constraints that prevent reasonable access to a lawful auxiliary space, then the city engineer may allow the taper to extend into the boulevard but only to the minimum extent necessary to provide reasonable access.

Exception #2: A property with only a single stall garage may have up to 2 such auxiliary parking spaces. In such cases the access taper may extend across the boulevard to the edge of the street pavement in accordance with the standards established in section 800.10 of the city code.

Exception #3: A property that is lawfully nonconforming due to the lack of a garage may have no more than 2 hard surfaced parking spaces for a 1-family dwelling and no more than 4 hard surfaced parking spaces for a 2-family

dwelling. Each space cannot exceed 12 feet in width and 24 feet in length. Such properties also may have a driveway and taper to access these parking spaces, subject to the limitations of 515.17, subdivision 4 g) 5) ii) and section 800.10 of the city code.

- 5) The parking and storage of motor vehicles and recreational vehicles and equipment is governed by section 1330 of city code.
- 6) Motor vehicles shall not be parked or displayed for the purpose of selling or renting the motor vehicles unless a conditional use permit for such use has been granted for the property in accordance with the regulations for the zoning district in which the property is located.

This prohibition shall not apply to motor vehicles for sale on property with a 1-family or 2-family dwelling when in compliance with section 1330 of the city code.

j) Control of Off Site Parking Facilities. When required accessory off street parking facilities are provided on a lot other than the lot on which the principal use is located, the following requirements shall be met:

- 1) The zoning administrator determines that the site conditions and surrounding land uses reasonably preclude the acquisition of additional land to expand the lot on which the principal use is located.
- 2) A paved pedestrian way from the off-site parking facilities to the principal use being served has been provided and is properly maintained.
- 3) The use of the parking facilities by the principal use shall be guaranteed in writing in a form that is approved by the city attorney and recorded with the county recorder or the registrar of titles as applicable.
- 4) The closest point of the off-site parking area shall be located no more than 500 feet from an entrance to the principal building of the use being served as measured along an established path of travel between the parking lot and such entrance.
- 5) The zoning administrator determines that failure to provide on-site parking will not encourage parking on the public streets, on other private property, in private driveways or other areas not expressly set aside for off-street parking for the principal use.
- 6) The off-site parking shall be maintained until on-site parking is provided or an alternate off-site parking facility has been approved in accordance with these requirements.

k) Use of Required Area. Required accessory off-street parking spaces in any district shall be used only for parking of vehicles directly accessory and subordinate to the permitted principal use, and shall not be utilized for other uses such as outdoor storage, sale or rental of goods, parking of unlicensed or inoperable vehicles, and storage of snow.

Subd. 5. Number of Spaces Required. The following number of off-street parking spaces shall be provided and maintained by ownership, easement and/or lease for and during the life of the respective uses set forth below. Where no required number of spaces is specifically listed for a use, the zoning administrator shall determine the number of required spaces based on the character of the use and available information on parking demand for such use.

- a) Dwelling. No less than 2 spaces per dwelling unit. At least 1 of the spaces must be fully enclosed in a building.
- b) Active Outdoor Recreation Facility. No less than 10 spaces per acre of play field, plus 4 spaces per basketball court, plus 2 spaces per tennis court, plus 1 space per 50 square feet of deck area for a swimming pool.
- c) Motel, Motor Hotel or Hotel. No less than 1 space per sleeping room, plus 1 space per employee on the maximum shift, plus 1 space per 3 person capacity in conference rooms or other assembly spaces, plus 1 space per accessory dwelling unit occupied only by property owners or on-site managers.
- d) Bed and Breakfast. No less than 2 spaces for the owner/occupant household, at least 1 of which must be fully enclosed such as in a garage, plus 1 space per guest sleeping room.
- e) Elementary and Junior High School. 10 spaces, plus no less than 1 space per classroom, plus no less than 1 space per 40 students based on design capacity.
- f) High School, College, University or Trade School. 4 spaces, plus no less than 1 space per classroom, plus no less than 1 space per 2 students based on design capacity.
- g) Church, Theater, Auditorium, Meeting Hall or Other Gathering/Assembly Space. 4 spaces, plus no less than 1 space per 3 nor more than 1 space per 2 seats based on the cumulative design capacity of the assembly rooms or spaces.
- h) Health and Fitness Club. 4 spaces, plus no less than 1 space per 300 square feet of gross floor area not including court, gym or pool area, plus 4 spaces per basketball court, plus 2 spaces per tennis or racquetball court, plus 1 space per 50 square feet of deck area for a swimming pool.
- i) Library, Museum and Art Gallery. 4 spaces, plus no less than 1 space per 400 nor more than 1 space per 200 square feet of gross floor area.
- j) Nursing Home. No less than 4 spaces plus 1 space per 5 beds.
- k) Senior Housing. No less than 1 space per household unit. At least 50% of the required spaces must be fully enclosed, such as in a garage.
- l) Office Building, Medical and Dental Clinic, Animal Hospital, and Other Professional Office. 4 spaces, plus no less than 1 space per 300 nor more than 1 space per 250 square feet of gross floor area.
- m) Bowling Alley. No less than 4 spaces plus 4 parking spaces for each lane.

- n) Motor Fuel Station. 4 spaces, plus 2 spaces per service or repair stall if applicable, plus no less than 1 space per 250 nor more than 1 space per 150 square feet of building area used for the sale of goods or services.
- o) Retail Store and Service Establishment. 4 spaces, plus no less than 1 space per 300 nor more than 1 space per 250 square feet of gross floor area.
- p) Shopping center, meaning a multi-tenant commercial use having at least 10,000 square feet of gross floor area, and being predominantly retail in nature but sometimes also having other uses such as offices, personal services and restaurants. No less than 1 space per 300 nor more than 1 space per 250 square feet of gross floor area.
- q) Retail sales and service business with 50% or more of its gross floor area devoted to storage, warehouses and/or industry. 4 spaces, plus no less than 1 space per 300 nor more than 1 space per 250 square feet devoted to sales or service, plus no less than 1 space per 3,000 nor more than 1 space per 1,000 square feet of storage area.
- r) Eating and Drinking Establishment, Including On-sale Liquor. 4 spaces, plus no less than one space per 80 nor more than one space per 50 square feet of gross floor area.
- s) Funeral Home. 4 spaces, plus no less than 1 space per 3 nor more than 1 space per 2 seats in the main assembly hall, plus no less than 1 space per 300 nor more than 1 space per 200 square feet of gross floor area not used for seating. Motor vehicle stacking space shall also be provided off the street for making up a funeral procession, although drive aisles in the parking lot may be used for stacking.
- t) Amusement Center. 10 spaces, plus no less than 1 space per 300 nor more than 1 space per 250 square feet of gross floor area.
- u) Manufacturing, Fabricating or Processing of a Product or Material. 4 spaces, plus no less than 1 space per 1,000 nor more than 1 space per 500 square feet of gross floor area.
- v) Warehouse, Storage, or Handling of Bulk Goods. 4 spaces, plus no less than 1 space per 3,000 nor more than 1 space per 1,000 square feet of floor area.
- w) Car Wash (in addition to magazinging or stacking space).
 - 1) Drive-thru, staffed. Two spaces, plus 1 space per employee on the maximum shift.
 - 2) Drive-thru, not staffed. Two spaces.
 - 3) Self-service. Two spaces.
- x) Motor Vehicle Sales Lots. 4 spaces, plus 1 space per employee on the maximum shift. Such spaces shall be in addition to motor vehicles parked for display.

Subd. 6. Adjustment by Conditional Use Permit. The minimum or maximum number of spaces may be adjusted upon (1) submittal of a parking study for the proposed use prepared by a professional planner, architect or engineer, (2) submittal of a complete Conditional Use Permit application in accordance with the standard procedures and requirements of Subsection 515.05 Subd. 3, and (3)

approval of a Conditional Use Permit for the adjusted parking requirement by the Planning Commission and City Council. The parking study shall adequately document the basis for its conclusions, including but not limited to any unique characteristics of the proposed use that might justify adjusted parking requirements, so the Planning Commission and City Council can make findings of fact and, if necessary, impose conditions of approval to carry out the intent of this code.