

ARTICLE 9 OFF-STREET PARKING AND LOADING REQUIREMENTS

Section 901. Purpose and Intent.

The multiple purposes of this article are summarized as follows:

- (a) Establish requirements for multi-modal access to development sites, including vehicular, truck service, pedestrian, bicycle, and transit, as appropriate;
- (b) Establish on-site circulation patterns conducive to safe pedestrian as well as vehicular and truck access;
- (c) Establish minimum off-street parking and loading areas in proportion to the need created by each use, but considering reductions for the provision of alternative modes of travel;
- (d) Reduce congestion in the streets and ensure that uses and functions of public rights-of-ways are not interrupted;
- (e) Establish certain maximum as well as minimum requirements for parking spaces to reduce development costs and ensure that excess impervious surfaces are not constructed, while providing for additional parking spaces additions when a demonstrated need exists.
- (f) To promote flexible approaches to the provision of off-street parking, including in some cases, as appropriate, use of on-street parking, shared parking arrangements, smaller spaces for compact cars, and unimproved overflow or spillover parking areas;
- (g) To establish design and improvement specifications for the development of parking lots, loading areas, access aisles, parking decks, and connections of parking lots and decks to public streets;
- (h) To ensure that parking areas will be compatible with abutting residential districts; and
- (i) To provide for adequate off-street loading areas by applying loading regulations to specific developments at the site plan review stage.

Section 902. Applicability.

This article shall apply to any new building constructed; for new uses or conversions of existing, conforming buildings; and for enlargements of existing structures. This article shall not be construed as to require additional parking spaces to be furnished for an existing building which is repaired, altered, maintained, or modernized, where no structural alterations are made and the size of the building is not increased; provided, however, that when the occupancy of any building is changed to another use, parking shall be provided to meet the requirements of this article for the new use.

Section 903. Access.

All parking shall be provided with vehicular access to a street, and loading areas shall be provided with access to a street or alley; and such parking or loading area shall not thereafter be encroached upon or altered. Except for single-family and duplex dwellings, off-street parking and loading spaces shall have access so that their use will not require backing movements or other maneuvering within a street right-of-way. Access to office, commercial, and industrial zoning districts shall not be permitted to pass through residential zoning districts.

Section 904. Inter-Parcel Access.

In office and commercial zoning districts, abutting properties which do not provide interconnecting access to one another make it difficult and dangerous, if not impossible, for motorists to travel between those properties. In cases of new development or major building renovation and repaving projects in office, and commercial zoning districts, inter-parcel access for vehicles between abutting properties shall be provided so that access to individual properties can be achieved between adjacent developments as an alternative to forcing all movement onto abutting highways and public roads.

The location of vehicular connections across a property line should if possible be mutually determined and constructed by both property owners. Connection of parking areas for vehicular access should typically be provided in the front portion of the site. In cases where it is not possible to provide the connection in front, it may be provided in the rear portion of the site. In the case of coordination problems or any factors preventing construction of an inter-parcel connection, the Zoning Administrator will after recommendation from the City Engineer determine the location of connection to be constructed by property owners.

Section 905. Curb Cuts.

Curb cuts or access breaks for service drives, entrances, exits, and other similar facilities on public streets in other than residential zoning districts shall not be located within thirty (30) feet of any intersection or within forty (40) feet of another curb cut or access break. A curb cut shall be no greater than forty (40) feet in width and no closer than twenty-five (25) feet to any property line, unless approved by City Engineer. Service drives that serve office, commercial, or industrial zoning districts shall not be allowed to pass through residential zoning districts.

Section 906. Off-Street Parking Required.

Off-street automobile parking spaces shall be provided on every lot on which any building, structure, or use is hereafter established in all zoning districts except the CBD, Central Business District. Required parking spaces shall be available for the parking of operable passenger vehicles for residents, customers, patrons, and employees, as appropriate given the subject use.

Section 907. Location of Off-Street Parking Areas.

All parking spaces required by this article shall be provided on the same lot with the main building or use which it serves. Upon demonstration that the parking spaces required by this article are not available and cannot reasonably be provided on the same lot as the building, structure or use it serves, the Zoning Administrator may permit the required parking spaces to

be provided on any lot a substantial portion of which is within four hundred (400) feet of such building, structure, or use. This provision shall require submittal of evidence of ownership or valid agreement to lease the parking area off-site that is intended to be used to comply with this article.

Section 908. Parking Plan Required.

Before any building permit is issued, the parking lot layout and area must be found by the Zoning Administrator to be in compliance with all requirements of this article. The Building Official shall not allow occupancy or use of a building until advised by the Zoning Administrator that parking facilities are completed in accordance with the approved plan. A parking plan for all uses requiring less than five (5) spaces shall be submitted along with the building plans for approval of a building permit by the Building Official. No permit shall be issued for any parking area containing five (5) or more spaces until the plans and specifications, including required location, entrances, exits, aisles, landscaping, screening, surface materials and drainage, have been submitted for review and approval by the Zoning Administrator. Plans for such parking area containing five (5) or more spaces shall include proper drainage and retention, surface materials, curbing and screening as may be required, and they must clearly mark all parking areas, with handicapped and loading or other special (e.g., compact) spaces also designated.

Section 909. Minimum and Maximum Number of Parking Spaces Required.

On each lot where a building, structure, or use exists, off-street parking shall be provided in accordance with the requirements of Table 9.1. No existing facility used for off-street parking shall be reduced in capacity to less than the minimum required number of spaces, increased in capacity to more than the maximum number of spaces, or altered in design or function to less than the minimum standards, unless specifically provided for in this article.

Unless otherwise noted, the parking requirement shall be based on the gross square footage of the building or buildings devoted to the particular use specified.

Table 9.1
Minimum and Maximum Number of
Off-Street Parking Spaces Required

Use	Minimum Parking Required	Maximum Parking Permitted
COMMERCIAL USES		
1. Animal hospital; kennel	One per 400 square feet	One per 250 square feet
2. Appliance sales and repair	One per 500 square feet	One per 300 square feet
3. Art gallery	One per 400 square feet	One per 300 square feet
4. Automated teller machine, no drive-through	Two per machine	Three per machine
5. Auto parts store	One per 500 square feet	One per 300 square feet
6. Automobile sales	One per 200 square feet of repair space plus one per 400 square feet of showroom/office	One per 150 square feet of repair space plus one per 300 square feet of showroom/office
7. Automobile service and repair	One per 250 square feet	One per 200 square feet
8. Bank, credit union, savings and loan	One per 300 square feet (also see stacking requirements for drive-through facilities)	One per 200 square feet (also see stacking requirements for drive-through facilities)
9. Barber shop or beauty parlor	One per 300 square feet	One per 250 square feet
10. Bed and breakfast inn	Two for the owner-operator plus one per guest bedroom	Two for the owner-operator plus one per guest bedroom
11. Carpet or floor covering store	One per 300 square feet of retail sales and office area, plus if applicable, warehouse requirements for designated storage, receiving, and shipping area	One per 250 square feet of retail sales and office area, plus if applicable, warehouse requirements for designated storage, receiving, and shipping area
12. Car wash, staffed or automated	Two stacking spaces for each car wash lane plus two drying spaces per lane	Three stacking spaces for each car wash lane plus two drying spaces per lane
13. Contractor's establishment	One per 300 square feet of office space and one per 2,000 square feet of outdoor storage	One per 250 square feet of office space and one per 1,500 square feet of lot outdoor storage
14. Convenience store	One per 200 square feet	One per 150 square feet
15. Dance hall	One per 125 square feet	One per 75 square feet
16. Day care center	One per 500 square feet	One per 375 square feet
17. Funeral home or mortuary	One per four seats in largest chapel	One per three seats in largest chapel
18. Furniture and home furnishing store	One per 600 square feet	One per 300 square feet

Use	Minimum Parking Required	Maximum Parking Permitted
19. Grocery store	One per 300 square feet	One per 250 square feet
20. Hardware store	One per 400 square feet	One per 300 square feet
21. Health or fitness club	One per 200 square feet	One per 150 square feet
22. Hotel, extended stay	1.5 per unit lodging unit	Two per lodging unit
23. Hotel or motel	One per lodging unit, plus one per each 150 square feet of banquet, assembly, meeting, or restaurant seating area	1.2 per lodging unit, plus one per each 100 square feet of banquet, assembly, meeting, or restaurant seating area
24. Laundromat	One for each three washer/dryer combinations	One for each two washer/dryer combinations
25. Nursery or garden center	One per 300 square feet plus one per 1,500 square feet outdoor sales or display area	One per 250 square feet plus one per 1,000 square feet outdoor sales or display area
26. Office	One per 300 square feet	One per 250 square feet
27. Open air sales	One per 250 square feet of indoor floor space plus one per 600 square feet of outdoor sales	One per 200 square feet of indoor floor space plus one per 500 square feet of outdoor sales
28. Personal service establishment	One per 250 square feet	One per 200 square feet
29. Photofinishing laboratory	One per 250 square feet	One per 200 square feet
30. Photographic studio	One per 300 square feet	One per 250 square feet
31. Restaurant, bar, or tavern	One per 125 square feet	One per 75 square feet
32. Retail store	One per 275 square feet	One per 250 square feet
33. Self storage facility (mini-warehouse)	One per 40 storage units	One per 25 storage units
34. Service station	One per 250 square feet of office space plus two per service bay	One per 200 square feet of office space plus three per service bay
35. Shopping center	One per 275 square feet	One per 225 square feet
LIGHT INDUSTRIAL USES		
36. Manufacturing, processing, assembling	One per 1,300 square feet	One per 1,000 square feet
37. Warehouse	One per 2,000 square feet	One per 1,500 square feet
38. Wholesale	One per 1,000 square feet	One per 600 square feet
GOVERNMENT – INSTITUTIONAL USES		
39. Assembly hall; auditorium; nonprofit club or lodge	One per four seats in room with greatest seating capacity or one per 40 square feet in largest assembly area without fixed seating	One per three seats in room with greatest seating capacity or one per 30 square feet in largest assembly area without fixed seating

Use	Minimum Parking Required	Maximum Parking Permitted
40. Church, temple, synagogue and place of worship	One per four seats in room with greatest seating capacity or one per 40 square feet in largest assembly area without fixed seating	One per three seats in room with greatest seating capacity or one per 30 square feet in largest assembly area without fixed seating
41. Government office	One per 300 square feet	One per 250 square feet
42. Hospital	1.5 per bed	Two per bed
43. Library	One per 400 square feet	One per 300 square feet
44. Museum	One per 500 square feet	One per 300 square feet
45. Nursing home	One per four beds	One per three beds
46. Post office	One per 200 square feet	One per 150 square feet
47. School	One per 300 square feet	One per 200 square feet
48. School for the arts	One per 300 square feet	One per 200 square feet
49. School, trade or business	One per 200 square feet	One per 150 square feet
RESIDENTIAL USES		
50. Apartment, one bedroom	1.5 per unit plus 0.1 per unit for guest space	Two per unit plus 0.2 per unit for guest space
51. Apartment, two bedroom	1.5 per unit plus 0.1 per unit for guest space	Two per unit plus 0.2 per unit for guest space
52. Apartment, three bedroom	2 per unit plus 0.2 per unit for guest space	Three per unit plus 0.2 per unit for guest space
53. Home occupation	(see provisions for home occupations)	
54. Residence within building containing a non-residential use	One per unit	1.5 per unit
55. Single family detached or attached; duplex	Two per unit	Four per unit
RECREATIONAL FACILITIES		
56. Amusement park	Per parking generation study funded by applicant and approved by the Zoning Director	
57. Athletic field	20 spaces per field	25 spaces per field
58. Billiard hall/amusement arcade	One per 200 square feet	One per 150 square feet
59. Bowling alley	Two per each bowling lane (add parking for billiard hall/ amusement arcade, if provided)	Three per each bowling lane (add parking for billiard hall/ amusement arcade, if provided)
60. Community center	One per 300 square feet	One per 250 square feet
61. Golf course	2.5 per hole	Three per hole
62. Golf driving range, principal use	0.75 per tee	1 per tee
63. Ice or roller skating skating rink	One per 200 square feet	One per 150 square feet

64. Miniature golf	Two per hole	Three per hole
65. Stadium or sport arena	One per twelve feet of bench seating	One per ten feet of bench seating
66. Swimming pool – subdivision amenity	One per 150 square feet of surface water area	One per 100 square feet of surface water area
67. Swimming pool – public	One per 125 square feet of surface water area	One per 75 square feet of surface water area
68. Tennis or racquet ball court	Two per court	Three per court
69. Theater, cinema	One per four fixed seats	One per three fixed seats

Retail facilities with over 250 parking stalls shall require a minimum of one standard size stall clearly marked in yellow on pavement “EMERGENCY PARKING ONLY.” The location of the parking stall shall be as close as possible to major building entries.

Section 910. Number of Handicapped Parking Spaces Required.

Regulations and dimensions for handicapped parking spaces shall be per requirements of the Americans with Disabilities Act (ADA) (Public Law 101-136) and the State Building Code. The required number of handicapped accessible spaces, which must be provided on-site, shall be as provided in Table 9.2.

**Table 9.2
 Handicapped Parking Requirements**

Total Required Parking Spaces	Minimum Number of Accessible Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1000	2 percent of total
1001 and over	20 plus 1 for each 100 over 1000

Section 911. Interpretations of Parking Requirements.

911.1. Fractions. Where a fractional space results during the calculation of required parking, the required number of parking spaces shall be construed to be the next lowest whole number.

911.2 Parking Space Requirement Not Specified. Where the parking requirement for

a particular use is not described in this article, and where no similar use is listed, the Zoning Administrator shall determine the number of spaces to be provided based on requirements for similar uses, location of the proposed use, the number of employees on the largest shift, the total square footage, potential customer use, and other expected demand and traffic generated by the proposed use.

Section 912. Reduction of Required Parking

Section 912.1 Reduction of Required Parking for Off Site Arrangements

Off-site parking may be used in combination to meet minimum parking space requirements. A reduction in required off-street parking spaces on a given site may be permitted by the Zoning Administrator in cases where additional, off-site parking in sufficient quantity and availability and in conformity with this article compensates for the reduction, subject to the following:

- (a) The property is under one ownership, or a valid agreement exists between the two property owners for use of the parking area.
- (b) The Zoning Administrator may, in individual cases, administratively authorize a reduction in the minimum number of parking spaces for projects that are directly served by on-street parking. Public parking spaces assigned to meet minimum parking requirements for one use or site may not also be assigned to meet minimum parking requirement for another use or site.
- (c) Off-site parking shall not exceed fifty (50) percent of the required parking for a building or buildings.
- (d) Off-site parking shall be located within one thousand (1,000) feet of the building or buildings which it is intended to serve.
- (d) Safe and convenient pedestrian access, such as a sidewalk or path, must exist or be provided from the structure or use to the off-site parking lot.

Section 912.2 Reduction of Required Parking for Alternative Transportation Arrangements

The Zoning Administrator may in individual cases administratively authorize a reduction in the minimum number of parking spaces for projects that are directly served by bicycle facilities, provided that it can be shown that such available alternative travel modes will reduce the overall need for parking on the site proportional to the requested reduction in parking spaces.

Section 912.3 Reduction of Parking for Mixed or Joint Use of Parking Spaces.

When more than one use is provided on one lot or adjacent lots, and such uses operate more or less simultaneously, the total requirements for off-street parking spaces shall be the sum of the requirements for the various uses computed separately. The Zoning Administrator may authorize a reduction in the total number of required off-street parking spaces for two or more uses jointly providing parking facilities when their respective hours of need of maximum parking do not normally overlap, provided that the applicant submits sufficient data to demonstrate that the hours of maximum demand for parking at the respective uses do not normally overlap. The parking spaces required for churches, theaters or assembly halls whose peak attendance will be at night or on Sundays may be assigned to a use which will be closed at night or on Sundays.

Section 913. Compact Parking.

Compact auto parking spaces may be used in commercial parking uses when more than twenty (20) parking spaces are required, provided the area for compact parking is clearly marked and not more than twenty (20) percent of the number of parking spaces in the entire parking area is designated compact auto parking. Compact auto parking spaces shall be not less than eight (8) feet wide by seventeen (17) feet long.

Section 914. Off-Street Loading Areas Required.

- (a) On the same lot with every building, structure or part thereof, erected or occupied for manufacturing, storage, warehouse, truck freight terminal, department store, wholesale store, market, hotel, hospital, mortuary, dry cleaning plant, retail business, or other uses similarly involving the receipt or distribution of vehicles, materials, or merchandise, there shall be provided and maintained adequate space for the standing, loading and unloading of such materials to avoid undue interference with public use of streets, alleys, and parking areas.

- (b) Unless otherwise approved by the Zoning Administrator, loading spaces shall be a minimum of fourteen (14) feet wide, forty (40) feet long, with fourteen (14) feet of height clearance. Said loading area shall be located to the rear of the building unless site design precludes a rear location, in which case loading shall be to the side of a building.
- (c) One off -street loading space shall be provided for the first 10,000 square feet of gross floor area or fractional part thereof for light industrial use and one off-street loading space for the first 5,000 square feet of gross floor area or fractional part thereof for retail or other non-industrial use for which a loading space is required. One additional space shall be required for each additional 25,000 square feet of gross floor area or fractional part thereof for light industrial use and for each additional 10,000 square feet of gross floor area or fractional part thereof for retail or other non-industrial use.

Section 915. Accessory Uses of Parking Lots and Loading Areas.

Parking facilities and loading areas shall be operated and maintained in accordance with the following:

- (a) Parking and loading areas shall not be used for the repair or dismantling of any vehicle, equipment, materials, or supplies.
- (b) Parking and loading areas shall not be used to store vehicles for sale, except in cases where the property owner owns the vehicle(s), provided auto sales is a permitted use in the district in which the property is located. This provision shall not apply to the placing of a "For Sale" sign on or in one licensed vehicle, boat, or other vehicle located in a private residential driveway and which licensed vehicle, boat, or other vehicle is owned by an occupant of said private residence.
- (c) An attendant's shelter building which does not contain more than fifty (50) square feet of gross floor area and which is set a distance of not less than twenty (20) feet from any boundary of the parking lot may be permitted.
- (d) Upon application, the Zoning Administrator may approve temporary structures and uses such as tent sales within required parking spaces that are not used on a continuous basis, provided that such uses are moveable from the site upon order by the Zoning Administrator.

Section 916. Parking and Loading Area Improvement Requirements.

916.1 Access. All parking shall have access to a public street. All loading areas shall have access to a public street or alley.

916.2 Drainage. Parking and loading areas shall be properly graded for drainage, and they shall be drained so as to prevent damage to abutting properties or public streets. Curbing shall be installed as required by the City Engineer when considered necessary for drainage, although water quality effectiveness shall be a consideration in determining curbing requirements. Drainage plans must be consistent with the requirements of the Georgia Stormwater Management Manual and must infiltrate or treat the first 1.2” of runoff.

916.3 Surfacing. Parking and loading areas shall be surfaced with concrete, asphaltic concrete, asphalt, or other dust-free surface; provided, however, that porous pavement parking spaces may be substituted for standard dust free pavements subject to the approval of the City Engineer according to standards that may be adopted by the City Engineer. A maintenance plan describing how pervious parking areas shall be maintained and by whom, will be required for permit approval. Pervious materials are the preferred materials for parking lot surfacing, and their use shall result in a reduction of parking requirements by 20% upon approval by the Zoning Administrator and City Engineer.

916.4 Striping. All parking and loading spaces must be striped with paint lines, lined with curbstones, or otherwise permanently marked to designate the space, except in cases where the materials used are not conducive to striping or lining with permanently marked materials.

916.5 Lighting. Adequate lighting shall be provided if the facilities are to be used at night or if necessary for security purposes. All lighting facilities shall be so arranged to prevent the direct illumination of adjacent properties or public streets.

916.6 Signs. Signs essential to the proper functioning of the parking lot and loading areas shall be installed. Such signs shall not be illuminated, shall not exceed four feet in area, or nine feet in height.

Section 917. Stacking Spaces for Drive-Through Facilities.

Stacking spaces shall be provided for any use having a drive-through facility or areas having drop-off and pick-up areas in accordance with the following. Financial institutions with drive-through windows, restaurants with drive-through facilities, car washes (automated or staffed facilities), drive-through photo finishing booths, coffee kiosks, and any other uses with drive-through facilities shall provide three stacking spaces for each window or drive-through service facility. Stacking spaces shall begin at the window or communication/mechanical device (e.g., order board) first encountered by the vehicle user. The following general standards shall apply to all stacking spaces and drive-through facilities:

- (a) Stacking spaces and lanes for drive-through stations shall not impede on and off site traffic movements, shall not cross or pass through off street parking areas, and shall not create a potentially unsafe condition where crossed by pedestrian access to a public entrance of a building.
- (b) Drive-through lanes shall be separated from off-street parking areas. Individual lanes shall be striped, marked or otherwise distinctly delineated.
- (c) All drive-through facilities shall be provided with a bypass lane with a minimum width of ten (10) feet.

Section 918. Stacking Spaces for Drive-Through Facilities.

Stacking spaces shall be provided for any use having a drive-through facility or areas having drop-off and pick-up areas in accordance with the following. Financial institutions with drive-through windows, restaurants with drive-through facilities, car washes (automated or staffed facilities), drive-through photo finishing booths, coffee kiosks, and any other uses with drive-through facilities shall provide three stacking spaces for each window or drive-through service facility. Stacking spaces shall begin at the window or communication/mechanical device (e.g., order board) first encountered by the vehicle user. The following general standards shall apply to all stacking spaces and drive-through facilities:

- (a) Stacking spaces and lanes for drive-through stations shall not impede on and off site traffic movements, shall not cross or pass through off street parking areas, and shall not create a potentially unsafe condition where crossed by pedestrian access to a public entrance of a building.
- (b) Drive-through lanes shall be separated from off-street parking areas. Individual lanes shall be striped, marked or otherwise distinctly delineated.
- (c) All drive-through facilities shall be provided with a bypass lane with a minimum width of ten (10) feet.

