

City of Falcon Heights Planning Commission

City Hall
2077 Larpenteur Avenue West

WORKSHOP AGENDA

Tuesday, June 25, 2024
7:00 p.m.

A. CALL TO ORDER: 7:00 p.m.

B. ROLL CALL: Scott Wilson ____ Laura Paynter ____
 Jacob Brooks ____ Mike Tracy ____
 Jim Mogen ____ Rick Seifert ____
 Jake Anderson ____

 Staff Liaison - Hannah Lynch ____
 Council Liaison - Eric Meyer ____

C. NEW BUSINESS

1. City Code Updates - Accessory Dwelling Units
2. City Code Updates - Parking Minimums

D. INFORMATION AND ANNOUNCEMENTS

1. Staff Liaison Report
2. Council Liaison Report

E. ADJOURN

Next regular meeting date: July 23, 2024

Meeting Date	June 25, 2024
Agenda Item	C-1
Attachment	See below.
Submitted By	Hannah Lynch, Community Development Coordinator

Item	City Code Updates - Accessory Dwelling Units
Description	The City Code frequently needs updates as issues are raised and code is enforced by Staff. Staff has drafted potential updates to City Code regarding accessory dwelling units for review and discussion by the Planning Commission.
Budget Impact	None.
Attachment(s)	<ul style="list-style-type: none"> • Accessory Dwelling Units - City Code Updates
Action(s) Requested	Staff requests the Planning Commission discuss these topics and potential amendments to City Code.

Add Definitions:

Accessory dwelling unit means a second dwelling unit contained within a single-family dwelling or within a detached building located on the same lot as a single-family dwelling. This definition includes accessory dwellings constructed in connection with a private garage or a private garage converted into a dwelling unit.

Dwelling unit, accessory, see accessory dwelling unit.

Sec. 113-174 - One-family R-1 residential district

- (a) *Scope.* The provisions of this section apply to the R-1 one-family residential district.
- (b) *Permitted Uses.* Within any R-1 one-family residential district, no structure or land shall be used except for one or more of the following uses: one-family detached dwellings.
- (c) *Conditional uses.* Within any R-1 one-family residential district, no structure or land shall be used for the following uses except by conditional use permit:
 - (1) Public parks and playgrounds.
 - (2) Schools, provided no buildings shall be located within 50 feet of any lot line of an abutting lot in an R use district. Any fence erected around a play area shall be not less than 15 feet from a street line when said fence would be across the street from an R use district.
 - (3) Municipal buildings and structures, excluding storage of maintenance equipment and trucks over 1½ tons, stockpiling of aggregate and open storage of material, but including firefighting apparatus, provided these shall not be located within 30 feet of any lot line of an abutting lot in an R use district.
 - (4) Essential service structures, provided no building shall be located within 50 feet from any lot line of an abutting lot in an R use district. The architectural design of service structures should be compatible to the neighborhood in which they are to be located.
 - (5) Golf courses, country clubs, tennis clubs, public swimming pools serving more than one family.
 - (6) Off-street parking: when the proposed site of the off-street parking abuts on a lot which is in a B district and subject to those conditions set forth in article VI, division 2, subdivision II, and such other conditions as found necessary by the council to carry out the intent of this chapter. However, such off-street parking shall be permitted as a conditional use in any R-1 one-family use district for church parking purposes.
 - (7) Room and/or board for up to four persons.
 - (8) Home occupations not meeting the definitions and requirements of section 13-391.
- (d) *Permitted accessory uses.* No accessory structures or use of land shall be permitted except for one or more of the following uses:

- (1) Home occupations meeting the definitions and requirements of section 113-391.
- (2) Private tennis courts, provided no portion of the paved or fenced area is within a required front yard or less than ten feet from a property line.
- (3) One private garage or carport and parking space as regulated in section 113-240.
- (4) Private automobile repair or reconditioning as regulated in section 113-250.
- (5) Planned landscape areas and edible landscape areas, including residential gardens, as defined and regulated in section 54-38.
- (6) Keeping of domestic pets as required in the Code.
- (7) Signs as provided in subsection (g) of this section.
- (8) Decorative landscape features and fences as regulated herein.
- (9) Accessory buildings other than detached private garages as regulated herein. The design and placement of the accessory buildings must be approved by the planner as being in harmony with the surrounding residential neighborhood.
- (10) Buildings temporarily located for purposes of constructing on the premises for a period not to exceed the time necessary for such construction (approved by zoning administrator).
- (11) One composting area, or one compost structure as defined in section 113-240(l), of plant material including leaves, grass clippings, plant trimmings, fruits, vegetables and peels, but excluding animal derived materials such as bones, meat scraps and dairy products, not to cover more than 25 square feet in area and five feet in height in the rear yard. A larger composting area requires a permitted accessory use permit. A compost area must be set back at least five feet from any property line. The compost shall be maintained according to accepted composting practices for the residential yard.
- (12) Garage and residential boutique sales limited to four sales each calendar year per residential unit, not to exceed ten consecutive days or two consecutive weekends each.
- (13) Keeping of chickens as regulated by the Code.
- (14) Beekeeping as regulated by the Code.
- (15) Electric vehicle chargers for private use.
- ~~(15)~~(16) Accessory dwelling units as provided in section 113-240.

(e) *Lot area, height, lot width and yard requirements.*

- (1) No structure or building shall exceed two stories or 25 feet in height, whichever is lesser in height, except as provided in section 113-243.
- (2) A side yard abutting a street shall be at least 20 percent of the width of the lot.
- (3) The following minimum requirements shall be observed subject to the additional requirements, exceptions and modifications as set forth in this section and section 113-241.

Lot Area	Lot Width	Front Yard	Side Yard	Rear Yard
10,000 sq. ft.	75 feet interior lot, 90 feet corner	30 feet	5 feet	30 feet

Flexibility may be provided by allowing the side yard to be decreased to a minimum of three feet if a maintenance easement is recorded on the deeds of all affected properties. (No fences or significant landscaping could be installed in the easement areas).

- (f) *Off-street parking and loading.* As provided in article VI, division 2 of this chapter.
- (g) *Signs.* As provided in section 113-449.
- (h) *Swimming pools.* As permitted in section 113-382.

Sec. 113-240 - Accessory buildings and structures

- (a) *Time of construction.* No accessory building shall be constructed on a lot prior to the time of construction of the principal building or land use to which it is accessory.
- (b) *Proximity to principal building.* An accessory building shall be considered as an integral part of the principal building if it is located less than 12 feet from the principal building with respect to firewall and other requirements of the building code.
- (c) *Garage restrictions.* Garages in a residential district must be set back at least five feet from an interior side or rear lot line unless:
 - (1) The garage meets all of the following:
 - a. Is located on an alley, and is accessed from the alley or from a public street abutting an alley on a corner lot;
 - b. Is located in the rear 28 feet of the lot; and
 - c. Is oriented such that the vehicular access door is perpendicular to the alley; or
 - (2) The garage meets all of the following:
 - a. Is detached from the principal structure;
 - b. Is accessed from a driveway off of a public street, not an alley;
 - c. Is replacing an existing garage that is located less than five feet from the side lot line; and
 - d. Is located a minimum of five feet to the rear of the principal structure on the nearest adjoining property that is closed to the garage; or is located at least ten feet from any portion of the principal structure on the nearest adjoining property; or
 - (3) The garage meets all of the following:
 - a. Is detached from the principal structure;
 - b. Is accessed off an alley;
 - c. Is replacing an existing garage that is located less than five feet from the side lot line; and
 - d. Is located in the rear 30 feet of the lot.
- (d) *Garage locations; conditional.*
 - (1) If all the conditions of subsection (c)(1) of this section are met, the garage can be located not less than one foot from an interior side or rear lot line.
 - (2) If all of the conditions of subsection (c)(2) of this section are met, the garage can be located at the same side yard setback as the existing garage that is being replaced, except that the new garage shall not be located less than two feet from the side lot line. The replacement garage does not have to be in the same location as the existing garage.
 - (3) If all of the conditions of subsection (c)(3) of this section are met, the replacement garage can be located at the same side yard setback as the existing garage, except the garage shall not be located less than two feet from the side lot line.

- (e) *Yard setbacks; building locations.* The corner side yard setback for accessory buildings, including garages and accessory dwelling units, shall adhere to the setback requirement for principal buildings as described in section 113-174(e)(2) (20 percent of the lot width). The rear yard and interior side yard setbacks shall be those required for garages and accessory buildings on interior lots. Lots smaller than 75 feet wide shall have a minimum corner side yard setback requirement of not less than fifteen feet. Garages on these lots may be located closer than 15 feet from the corner side lot line if the vehicular access door does not face the side street. In no case shall a garage or other accessory building be located within the corner side yard.
- (f) *Height limitations.* No accessory building in a residential district shall exceed the height of the principal building. No detached garage in a residential district shall exceed 15 feet in height, unless it contains an accessory dwelling unit. A detached garage containing an accessory dwelling unit may not exceed two stories or 25 feet in height, whichever is lesser in height.
- (g) *Building location in certain districts.* Accessory buildings in the business and - industry districts shall be located any place to the rear of the principal building, subject to the building code, and the fire zone regulations.
- (h) *Prohibited location.* No detached garages or other accessory buildings shall be located nearer to the front lot line than the principal building on that lot with the exception of an attached garage in an R-1 zone.
- (i) *Height limitation in certain districts.* No accessory building in a business or industrial district shall exceed the height of the principal building except by conditional use permit.
- (j) *Yard setbacks and building location in certain districts.* An accessory building in the business or industrial districts may be located within the rear yard setback, provided that the lot is not a through lot and said accessory building does not occupy more than 25 percent of the required rear yard. An accessory building shall be a part of the principal building if it is located less than 12 feet from the principal building. No accessory building shall be located less than ten feet from a rear lot line.
- (k) *Standards for utility structures.* Utility structures and other similar buildings shall conform to the following standards in residential districts:
- (1) All structures 120 square feet or larger shall require a building permit.
 - (2) All such structures shall be secure from wind displacement.
 - (3) The area of such buildings shall not be less than 35 square feet. Only one such building shall be permitted per lot and permitted only within the single-family districts.
 - (4) The height of detached utility structures shall not exceed 12 feet. If attached, the structure shall not exceed the height of the principal building.
 - (5) Exterior colors or materials matching the principal structure or earthen tones shall be utilized. No door or other access opening in a utility structure shall exceed 28 square feet in area.

Commented [HBL1]: This may allow the garage/ADU to be taller than the principal structure. Are we ok with this, or should the garage with ADU not be taller than the principal structure? Would allow for two-story houses to have a garage with an ADU above, but not one-story houses.

- (l) *Compost structure requirements.* One accessory structure for compost not to cover more than 25 square feet in area and five feet in height in the rear yard. A compost structure must meet the setback requirements in section 113-240(e).
- (m) *Garage conversion requirements.* When an attached garage is converted to dwelling space, a replacement garage of the same or greater size must be constructed on the property. Furthermore, the existing driveway leading to the converted garage must be replaced with grass or approved landscaping materials unless the driveway provides access to the new garage. The curb cut provided to such a driveway may be removed by the city in the event the street curbs and gutters are rebuilt.
- (n) *Street access for alley property.* No property located on an alley shall be permitted a new curb cut for street access.
- (o) *Prohibited use.* No accessory building or structure shall be used for living purposes or as a dwelling unit, unless it is considered an accessory dwelling unit as defined and regulated herein.
- (p) *Detached accessory building conditions.* Detached accessory buildings shall not occupy more than 40 percent of the area of a required rear yard, and shall not exceed a total of 1,000 square feet.
- (q) *Minimum distance between buildings.* The minimum distance between the principal building and an unattached accessory building shall be five feet.
- (r) *Minimum setback.* The minimum setback from the rear lot line of a through lot shall be 30 feet.
- (s) *Tents.* A tent is not an approved accessory building and may not be used as a dwelling unit on any lot.
- (t) *Detached garage condition.* Detached garages in a residential district must be located entirely within the rear 30 feet of the lot if there is an adjacent alley.
- (u) *Accessory dwelling units.* Accessory dwelling units shall conform to the following standards where allowed as a permitted accessory use:
 - (1) An accessory dwelling unit shall be located on a lot occupied by a ~~one~~single-family dwelling.
 - (2) No more than one accessory dwelling unit shall be allowed on a lot.
 - (3) Either the principal dwelling unit or the accessory dwelling unit shall be owner-occupied and both dwelling units shall be under unified ownership. The accessory dwelling unit shall not be sold independently of the principal dwelling unit and may not be a separate tax parcel.
 - (4) An accessory dwelling unit may be attached to, detached from, or internal to a single dwelling unit building. Accessory dwelling units must be fully separated from the principal dwelling unit by means of a wall or floor and have a separate entrance than the principal dwelling unit. The separating wall may have a door connecting the accessory dwelling unit to the principal dwelling unit.
 - (5) Only one unit, either the accessory dwelling unit or principal dwelling unit, may be rented at one time.
 - (6) The accessory dwelling unit and principal dwelling unit must comply with all current Minnesota Residential Code provisions.
 - (7) Sewer and water?

Commented [HBL2]: I believe this still works with ADUs and garages with ADUs above.

Commented [HBL3]: Note to Hannah – Check with PW & St. Paul Water.

(8) ADDRESSING

(9) A detached accessory dwelling unit may be located above a detached garage or within a separate accessory building meeting the standards for accessory building established in this section.

~~(10) A property shall have a minimum of one additional, conforming, off-street vehicle parking space above and beyond the number of parking spaces required for the principal dwelling unit in the zoning district.~~

~~(11)~~(10) Home occupations meeting the definitions and requirements of section 113-391 are permitted in accessory dwelling units.

~~(12)~~(11) Dimensional standards for all accessory dwelling units:

- a. The maximum height of an accessory dwelling unit, ~~including one built above a garage shall not exceed the standards for principal or accessory buildings, as applicable.~~ shall meet the requirements as set forth in section 113-240(f).
- b. An accessory dwelling unit shall include at least 300 square feet of living area, up to a maximum of ~~1000-650~~ square feet of living area, but in no case shall an accessory dwelling unit exceed 75% of the principal dwelling's four-season living area (exclusive of the accessory dwelling unit). For the purposes of this provision, "living area" shall include kitchen areas, bathrooms, living rooms, bedrooms (including the closet which defines the bedroom), and other rooms, and shall exclude utility rooms, hallways, entryways, storage areas, and garages.
- c. An accessory dwelling unit shall include a maximum of one bedroom.
- d. All accessory dwelling units shall meet the standards for principal buildings; notwithstanding this requirement, detached accessory dwelling units shall not be located closer to the front property line than the principal building.

~~(13)~~(12) The entryway to a detached accessory dwelling unit shall be connected to a street frontage with a paved walkway.

~~(14)~~(13) For attached accessory dwelling units, the appearance or character of the principal building shall not be significantly altered so that its appearance is no longer that of a one-family dwelling.

~~(15)~~(14) For detached accessory dwelling units, the following design standards shall be met:

- a. The exterior finish material shall match in type, size, and placement of the exterior finish of the principal dwelling unit.
- b. The roof pitch shall match the predominant roof pitch of the principal dwelling unit.
- c. Trim shall match the trim used on the principal dwelling unit. Projecting eaves shall match those of the principal dwelling unit.
- d. Windows shall match those in the principal dwelling unit in proportion (relationship of width to height) and orientation (horizontal or vertical).

Commented [HBL4]: Hannah working with Ramsey County on this.

Commented [HBL5]: Do we want this or should we have it connect to the existing driveway? Not have this as all? Thoughts?

~~(46)~~(15) A lifetime, non-transferable accessory dwelling unit Occupancy Permit shall be required from the zoning administrator to allow an accessory dwelling unit to be rented. For the purposes of this provision, a “rented” accessory dwelling unit is one that is being occupied by a person or persons other than the family occupying the principal dwelling unit. Each property owner seeking to rent an accessory dwelling unit, or occupy an accessory dwelling unit while renting the principal dwelling unit, shall apply for a new accessory dwelling unit Occupancy Permit according to the procedure established herein. In addition to receiving an accessory dwelling unit Occupancy Permit, the property shall be in compliance with the City’s rental registration requirements, per Section [redacted].

- a. The owner of the property on which an accessory dwelling unit is proposed shall file a permit application by paying the fee set forth in the fee schedule and submitting a completed application form and supporting documents as set forth on the application form. The zoning administrator will review the application to determine whether the application is complete and the subject property is eligible to receive the required accessory dwelling unit Occupancy Permit.
- b. Upon determination that a complete application has been submitted and that the property owner is eligible to receive the requested accessory dwelling unit Occupancy Permit, property owners within a radius of 100 feet shall be notified in writing by the zoning administrator of the application and that they have seven days in which to share comments or concerns about the application before the zoning administrator issues the permit.
- c. The City may impose conditions on the issuance of an accessory dwelling unit permit. Such conditions must be directly related to, and must bear a rough proportionality to, impacted created by the accessory dwelling unit.
- d. If a permitted accessory dwelling unit or the property for which the accessory dwelling unit Occupancy Permit has been issued should fail to meet the requirements of the permit, and/or if a property for which an accessory dwelling unit Occupancy Permit has been issued should become ineligible for such permit, the issued permit may be revoked upon determination by the zoning administrator that the noncompliance and/or ineligibility issue(s) cannot or have not been resolved. If an accessory dwelling unit Occupancy Permit is revoked, occupation of the accessory dwelling unit by a person or persons other than the family occupying the principal dwelling unit shall cease within 60 days of the date of the revocation.
- e. Determinations pertaining to the continuing compliance and/or eligibility of an accessory dwelling unit Occupancy Permit or the property for which an accessory dwelling unit Occupancy Permit

Commented [HBL6]: Note to Hannah – Look up section.

Commented [HBL7]: Note for Hannah – Figure out wording.

has been issued are subject to appeal according to the procedure for appeals of administrative decisions established in _____.

- f. An accessory dwelling unit Occupancy Permit shall expire upon transfer of the property to a new owner. Continued use of an accessory dwelling unit on a property which has been transferred to a new owner shall require the new owner to apply for a new accessory dwelling unit permit.

Commented [HBL8]: Note for Hannah – Look up section.

Meeting Date	June 25, 2024
Agenda Item	C-2
Attachment	See below.
Submitted By	Hannah Lynch, Community Development Coordinator

Item	City Code Updates - Parking Minimums
Description	The City Code frequently needs updates as issues are raised and code is enforced by Staff. Staff has drafted potential updates to City Code regarding parking minimums for review and discussion by the Planning Commission.
Budget Impact	None.
Attachment(s)	<ul style="list-style-type: none"> • Parking Minimums
Action(s) Requested	Staff requests the Planning Commission discuss drafted updates to City Code.

Parking Minimums – City Code Updates

**Below are City Code sections that are applicable to parking minimums in the City of Falcon Heights.

Subdivision II - Off-Street Parking

Sec. 113-309 - Scope and purpose

- (a) The provisions of this subdivision shall apply to all buildings, structures and uses of land herein governed by this chapter.
- (b) Regulation of off-street parking and loading spaces in this chapter 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 minimum requirements for off-street parking, loading and unloading from motor vehicles in accordance with the utilization of the various parcels of land and structures.
- (c) Structures or uses for which a building permit has been issued prior to the effective date of the ordinance from which this chapter is derived, but for which work has not been completed shall be exempt from the hereinafter stated parking requirements if the structure is completed within six months after the effective date of the ordinance from which this chapter is derived.

Sec. 113-310 - Residential districts

Off-street parking and loading shall be as required and regulated in specific sections of this chapter and by the applicable general provisions of this section herein.

- (1) The following provisions apply to the R-1 and R-2 districts:
 - a. Parking shall be permitted on hard-surfaced areas designed for that purpose and for providing access to garage, carport or open parking area and provided that no driveway or off-street open parking area shall be located closer than five feet from the property line on that side. The five feet of property known as the side yard shall be landscaped as shall the remainder of the front yard applying to the residential portion of the house and continuing to the far lot line removed from the access and/or parking driveway. Parking shall not be permitted in any part of landscaped yards, boulevards, grass portion of street right-of-way or other such areas (except as allowed for boats and unoccupied trailers under "exterior storage" provisions of this chapter). And provided further that from November 15 to April 1, the unsurfaced portion of the front yard of any property in a residential district may be used for parking one passenger vehicle registered in the name of a resident, if there is a single driveway, and the vehicle is parked parallel to the driveway and on one uniform side of the driveway, and the width of the parking area does not exceed eight feet. For purposes of this chapter a "passenger vehicle" shall mean a two- or four-door sedan or van used primarily for transporting passengers, and shall not include pickups, trucks, campers, recreational vehicles or buses.

- b. At least two and not more than four parking spaces are required for each dwelling unit. At least one of the parking spaces must be enclosed.
 - c. No motor vehicle over one ton capacity bearing a commercial license and no commercially-licensed trailer shall be parked or stored in a residential district except when loading, unloading, or rendering service. No campers, boats, trailers, or snowmobiles shall be parked or stored in any front or side yard; boats and unoccupied trailers meeting criteria for "exterior storage" under this chapter may be stored in the rear yard.
 - d. One-family homes may utilize the public street for the loading and unloading of furniture, moving trucks and other common and customary activities associated with residential use, excluding service and repair of vehicles except for the changing of tires, provided such activities do not block street traffic, cause traffic congestion or hazards, or otherwise constitute a public nuisance.
- (2) The following provisions apply to the R-3 and R-4 districts:
- a. All accessory off-street parking facilities required herein shall be located as follows:
 1. Spaces accessory to multiple-family dwellings on the same lot as the principal use served and within 200 feet of the main entrance to the principal building served. Parking as required by the building code for the handicapped shall be provided.
 2. Off-street parking spaces shall not be located on or project into a street or alley right-of-way.
 3. No driveway or off-street open parking area shall be located closer than five feet from an adjacent lot zoned or used for residential purposes.
 4. Off-street parking spaces shall not be located within any required front or side yard setback.
 - b. Reserved.
 - c. Off-street parking facilities accessory to residential use shall be utilized solely for the parking of passenger automobiles and/or one truck not to exceed 7,000 pounds gross capacity for each dwelling unit. Under no circumstances shall required parking facilities accessory to residential structures be used for the storage of commercial vehicles or for the parking of automobiles belonging to the employees, owners, tenants, or customers of nearby business or manufacturing establishments.
 - d. The number of off-street parking spaces required for various land uses as specified herein shall be considered as absolute minimum requirements. Additional off-street parking spaces may be required by the zoning administrator or planning commission. It is public policy that all public streets in the city are intended primarily for the movement of traffic; on-street curb parking shall be considered a privilege that may or may not be granted on a street-by-street basis.
 - e. Off-street parking spaces required (one space equals 350 square feet) shall be as follows for:

Multiple-family dwellings. At least ~~two~~one parking spaces per dwelling unit, except that ~~two and one-half~~one and one-half parking spaces per dwelling unit are required for multiple units of ten or less that abut no parking (on street curb) zones. At least one-half of the required spaces shall be enclosed unless the

property abuts an alley. (Garage requirements may be waived for apartment projects designed and intended for occupancy by low-income families.) Electric vehicle charging stations may be counted toward satisfying minimum off-street parking space requirements.

- (3) The following provisions apply to the R-5M district: The requirements of the R-4 district shall apply except that at least 80 percent of the required parking spaces for apartment buildings shall be below grade and integrated into the apartment building.

Sec. 113-311 - Surfacing and drainage

Off-street parking areas shall be improved with a durable and dustless surface. Parking areas shall be so graded and drained as to dispose of all surface water accumulation within the parking area. All driveways and off-street parking areas shall be permanently surfaced with either concrete or asphalt or impervious decorative pavement such as brick between the street and garage. (This does not require the resurfacing of existing driveways with parallel tracks into one contiguous surface.) Commercially zoned properties and R-4 properties shall utilize asphalt, concrete or a reasonable substitute surface as approved by the city engineer and capable of carrying a wheel load of 4,000 pounds. All surfacing must be completed prior to occupancy unless other arrangements have been made with the zoning administrator.

Sec. 113-312 - Location

All required accessory off-street parking facilities required herein shall be located as follows:

- (1) Spaces accessory to one- and two-family dwellings as regulated in sections 113-174 and 113-175.
- (2) Spaces accessory to multiple-family dwellings as regulated in sections 113-175 and 113-176.
- (3) Spaces accessory to uses located in a business district shall be within 500 feet of a main entrance to the principal building served. Parking as required by the building code for the handicapped shall be provided.
- (4) There shall be no off-street open parking space within ten feet of any street right-of-way.
- (5) No driveway or off-street open parking area shall be located closer than five feet from an adjacent lot zoned or used for residential purposes, except when adjoining an existing parking area on the adjacent lot.

Sec. 113-313 – Underground parking credits

~~In any development in which all or a portion of the required off-street parking is fully enclosed and below ground elevation, the minimum lot area requirements shall be reduced by 15 percent per dwelling unit, but said reduction shall not be greater than 20 percent of the total parking space area requirement.~~

Sec. 113-314 - Miscellaneous provisions

- (a) *Existing off-street parking spaces.* Existing off-street parking spaces and loading spaces upon the effective date of the ordinance from which this chapter is derived shall not be reduced in number unless the result exceeds the requirements set forth herein.
- (b) *Parking for seating facilities.* In stadiums, sport arenas, churches and other places of public assembly, in which patrons or spectators occupy benches, pews or other similar

seating facilities, each 240 inches of such seating facilities shall be counted as one seat for the purpose of determining requirements for off-street parking facilities under this chapter.

- (c) *Parking space.* Required parking spaces shall be at least nine feet wide and 18 feet long. Up to 50 percent of the required spaces may be designated compact spaces. Compact parking spaces shall be at least eight feet wide and 16 feet long. Compact spaces shall be identified through appropriate signage. Unless alternative requirements are designated by the city engineer, parking spaces shall be served by access drives with minimum dimensions provided as follows:

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	8.5	22	

Electric vehicle charging stations may be counted toward satisfying minimum off-street parking space requirements.

All electric vehicle charging stations must include signage designating the space for only electric vehicle charging, unless no other spaces available. Signage must meet all guidelines as required by Article VII of this chapter.

For commercial or multifamily dwelling parking areas with ten to twenty parking stalls utilizing electric vehicle charging stations, at least one electric vehicle charging station must comply with all relevant American with Disabilities (ADA) requirements. For commercial or multifamily dwelling parking areas with more than twenty parking stalls utilizing electric vehicle charging stations, at least two electric vehicle charging stations must comply with all relevant American with Disabilities (ADA) requirements.

Handicapped parking spaces. Spaces for the handicapped shall be at least 12 feet wide and 18 feet in length. 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 the minimum parking space requirement.

- (d) *Use of parking facilities.* Off-street parking facilities accessory to residential use shall be utilized solely for the parking of passenger automobiles and/or one truck not to

exceed 7,000 pounds gross capacity for each dwelling unit. Under no circumstances shall required parking facilities accessory to residential structures be used for the storage of commercial vehicles or for the parking of automobiles belonging to the employees, owners, tenants or customers of nearby business or manufacturing establishments.

- (e) *Joint parking facilities.* Off-street parking facilities for a combination of mixed buildings, structures or uses may be provided collectively in any district (except residential districts) in which separate parking facilities for each separate building, structure or use would be required, provided that the total number of spaces provided shall equal the sum of the separate requirements of each use during any peak hour parking period and a copy of the private joint parking agreement is approved by the zoning administrator and placed on file with the city along with a certificate of occupancy for all land area involved.
- (f) *Control of off-street facilities.* When required, accessory off-street parking facilities that are provided elsewhere than on the lot in which the principal use served is located shall be in the same ownership or control, either by deed or long-term lease, as the property occupied by such principal use, and the owner of the principal use shall file a recordable document with the zoning administrator requiring the owner and his or her heirs and assigns to maintain the required number of off-street parking spaces during the existence of said principal use.
- (g) *Use of parking area.* Required off-street parking space in any district shall not be utilized for open storage of goods or for the storage of vehicles which are inoperable, for sale or for rent or other nonparking purposes except by the granting of a variance.
- (h) *Lot coverage.* In residential districts, no more than 32 percent of the required front yard area shall be surfaced or utilized for driveway or vehicle storage space, but in no case shall a driveway in a required front yard exceed 24 feet in width as measured at the property line.
- (i) *Minimum spaces required.* The number of off-street parking spaces required for various land uses as specified herein shall be considered as absolute minimum requirements. Additional off-street parking spaces may be required by the zoning administrator or planning commission.
- (j) *Parking restrictions.* Parking shall be permitted on hard-surfaced areas designed for such use only; parking shall not be permitted in landscaped yards, boulevards, grass portion of street right-of-way or other such areas, except as provided in section 113-310(1)a.

Sec. 113-315 - Design and maintenance of off-street parking areas

- (a) *Design.* Parking areas shall be designed so as to provide adequate means of access to a public alley or street. Such driveway access widths shall be in accordance with the state highway department standards, but in no case shall they exceed 32 feet in width unless a conditional use permit has been obtained approving the larger width. Driveway access shall be so located as to cause the least interference with traffic movement. There shall be only one driveway access for each one-family residential lot.
- (b) *Calculating space.* When the calculation of the number of off-street parking spaces required results in a fraction, such fraction shall require a full space.

- (c) *Signs.* No signs shall be located in any parking area except as necessary for orderly operation of traffic movement, electric vehicle charging, and such signs shall not be a part of permitted advertising space. Signs shall conform to zoning district regulations.
- (d) *Surfacing.* All driveways and off-street parking areas shall be permanently surfaced with either concrete or asphalt or impervious decorative pavement such as brick between the street and garage. (This does not require the resurfacing of existing driveways with parallel tracks into one contiguous surface.)
- (e) *Lighting.* Any lighting used to illuminate an off-street parking area shall be so arranged so it is not directly visible from the adjoining property and in a downward vertical direction. However, in no case shall such lighting exceed two footcandles in a business or industrial zone nor 0.5 footcandle in a residential zone measured at the lot line.
- (f) *Curbs and landscaping.* 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. When the parking lot is for six spaces or more, a curb or screening not over four feet in height shall be erected along the front yard setback line and grass or planting shall occupy the space between the sidewalk and curb or screening. Wheel guards as approved by the zoning administrator may be used.
- (g) *Planting islands.* Within any parking lot containing more than 20 parking stalls, the city may require landscaped planting islands of a type, size and location as approved by the city council.
- (h) *Parking space for six or more cars.* When a required off-street parking space for six or more cars is located adjacent to a residential district, a fence or screen not less than four feet in height shall be erected along the residential district property line, plus additional screening as may be required by the zoning administrator.
- (i) *Maintenance of off-street parking space.* It shall be the joint responsibility of the operator and owner of the principal use or building to reasonably maintain the parking space, accessways, landscaping and required fencing.
- (j) *Access.* All off-street parking spaces shall have access from driveways and not directly from the public street.
- (k) *Determination of areas.* The parking space per vehicle shall not be less than 350 square feet of parking and maneuvering area or an area equal to the width of the parking space multiplied by the length of the parking space plus 15 feet.
- (l) *Proximity to buildings.* No parking space shall be closer than ten feet to any building.
- (m) *Fire access lanes.* Fire access lanes shall be provided as required by the building or fire code or the zoning administrator.
- (n) *Calculation of floor space for parking requirements.* Floor area or gross floor area of a building for purposes of calculating required parking space for retail uses shall include only that floor space devoted to retail sales as defined herein; it shall not include storage space, restrooms, interior pedestrian mall space unless retail activities are located on floor area of said mall, hallways, enclosed walkways, utility rooms, window displays, office of building management or maintenance, lobbies or similar floor space not generating a demand or need for parking space. Due consideration shall, however, be given to floor area which may and could reasonably be expected to be converted to retail or other commercial activity and thereby increase the need for parking space.

- (o) *Shopping centers and large retail outlets.* Shopping centers or individual retail outlets with over 5,000 square feet of floor area shall provide parking on the basis of 5.5 spaces per 1,000 square feet of gross leasable area.
- (p) *Setbacks (yards).* Except as specifically authorized and permitted by zoning district provisions, off-street parking shall not be located in required yards.
- (q) *Number of spaces.* Off-street parking spaces shall not be reduced in number unless said number exceeds the requirements set forth herein.
- (r) *Off-street parking requirements.* Off-street parking spaces required (one space equals 350 square feet) shall be as follows unless the city determines, based upon a professional analysis of parking for any specific use, that a reasonable parking ratio for such use should be otherwise:
 - (1) One- and two-family residences. Two spaces per dwelling unit but not to exceed four per unit.
 - (2) Multiple-family dwellings. At least ~~two-one~~ parking spaces per dwelling unit, except that 1 1/2 parking spaces per dwelling unit are required for multiple units of ten or less that abut no parking (on street curb) zones. At least one-half of the required spaces shall be enclosed. (Garage requirements may be waived for apartment projects designed and intended for occupancy by low income families.)
 - (3) Churches, theaters, auditoriums, mortuaries, and other places of assembly. One space for each ~~three-five~~ seats or for each five feet of pew length. Based upon maximum design capacity.
 - (4) Offices. One space for each 200 square feet of gross floor space.
 - (5) Hotel, motel. ~~One space per unit, plus one space per employee, plus one space for each three persons who may be accommodated in a bar, restaurant, meeting room, swimming pool, convention facility or similar place of public assembly based upon maximum design capacity. One space per each guest room, plus one space per 20 guest rooms to accommodate staff parking, plus one space for each five persons who may be accommodated in a bar, restaurant, meeting room, swimming pool, convention facility or similar place of public assembly based upon maximum design capacity.~~
 - (6) Schools, elementary and junior high. ~~Three spaces for each classroom. One space for each classroom and administrative office.~~
 - (7) High school through college. One space for each four students based on design capacity plus ~~three-one~~ additional spaces for each classroom and administrative office.
 - (8) Hospitals. One space for each three hospital beds, plus one space for each three employees other than doctors, plus one space for each resident and regular staff doctor. Bassinets shall not be counted as beds.
 - (9) Sanitarium, convalescent home, rest home, nursing home, or institution. One space for each six beds for which accommodations are offered, plus one space for each two employees on maximum shift.
 - (10) Additional parking. Additional parking shall be provided for all schools with theaters, auditoriums, swimming pools, gyms, football stadiums or other places of public assembly or participation in the amount of one space for each three persons based upon maximum design capacity.

- (11) Drive-in food or fast food establishments. ~~One space for each 15 square feet of gross floor space in the building allocated to drive-in operation~~ One space per each 60 square feet of gross floor area, plus additional space as may be determined by the zoning administrator based upon advice from the planning commission. Drive-through lanes for food pick-up must be able to stack eight cars on site without interfering with the site parking.
- (12) Bowling alley. ~~Six~~ Two spaces for each alley, plus additional spaces as may be required herein for related uses such as a restaurant.
- (13) Motor fuel station. Two spaces plus three spaces for each service stall.
- (14) Retail. One space for each 150 square feet of gross floor area.
- (15) Medical or dental clinic. Six spaces per doctor or dentist or one space for each 200 square feet of gross floor area, whichever is greater.
- (16) Restaurant and/or cafeteria. ~~One space per 2.5 seats, plus one space per 20 square feet of the combined area of bar, lounge and public space, minus the first 250 square feet plus one space per 50 square feet of banquet dining area, plus one space per five seats outdoor dining. One space per employee, plus parking space equivalent to one space per 3 seats or stools.~~
- (17) Furniture store, wholesale, auto sales, repair shops. Three spaces for each 1,000 square feet of gross floor area. Open sales lots shall provide two spaces for each 5,000 square feet of lot area, but not less than three spaces.
- (18) Industrial, warehouse, storage, handling of bulk goods. One space for each two employees on maximum shift or one for each 2,000 square feet of gross floor area, whichever is the larger.
- (19) Uses not specifically noted. As determined by the planning commission.
- (20) Planned unit developments and conditional uses. Spaces to be provided in amounts and locations as per approved site development plans and permit conditions imposed by the planning commission.
- (21) Auto repair, bus terminal, taxi terminal, boats and marine sales and repair, bottling company, shop for a trade employing six or fewer people, garden supply store, building material sales in structure. Eight off-street parking spaces, plus one additional space for each 800 square feet of floor area over 1,000 square feet.
- (22) Skating rink, dance hall, or public auction house. Twenty off-street parking spaces plus one additional off-street parking space for each 200 square feet of floor space over 2,000 square feet.
- (23) Golf driving range, miniature golf, archery range. Ten off-street parking spaces plus one for each 100 square feet of floor area.
- (24) Baseball fields, stadiums. At least one parking space for each eight seats of design capacity.
- (25) Community centers, physical culture studios, libraries, private clubs, lodges, art galleries. Ten spaces plus one for each 150 square feet in excess of 2,000 square feet of floor area in the principal structure.
- (26) Animal hospitals and professional offices. Three spaces plus at least one space for each 200 square feet of floor area.
- (27) Business service establishment. At least one off-street parking space for each 200 square feet of floor area.

- (28) Food delivery restaurants. Parking requirements are one stall per employee on duty, one stall space per seat should be provided, one stall space per two delivery vehicles when owned, operated, and stored by employees, one stall space per delivery vehicle when owned and operated by restaurant. One loading bay per store is required.
- (29) Parking ratio. Based on a professional analysis of parking for any specific use, the city council may determine a reasonable parking ratio for such use.