



Memorandum Department of Planning & Public Works

To: Planning and Public Works Committee
From: Aimee Nassif, Planning and Development Services Director
Date: 07/20/2009
RE: City of Chesterfield Zoning Ordinance Section 1003.165 - "Off Street Parking and Loading Regulations" Amendment.

Summary

Last year the Planning and Public Works Department began collecting parking data for existing commercial developments throughout the City. In addition, while the Commercial and Industrial Districts were being updated, Staff began looking at the City's current off-street parking and loading regulations to ensure that the new permitted uses listed in the updated Commercial and Industrial Districts would be represented accurately in the parking requirements of Section 1003.165 of the Zoning Ordinance.

Presented for your review is a draft for the updated Section 1003.165 "Off-Street Parking and Loading Regulations". The draft language accomplishes several things; first, it provides an updated, accurate list of uses which corresponds with the uses allowed in each zoning district. Secondly, while the City encourages shared parking and mixed use developments, requires minimum open space areas and other environmentally sensitive design considerations the tools in place to promote all of this in regards to minimum parking standards is currently missing. Therefore, language is being proposed which addresses shared parking in multiple use developments and updates the process in regards to parking modifications.

At your direction, I recommend that Planning and Public Works Committee review and provide input and suggest that the draft be forwarded to the Ordinance Review Committee of Planning Commission for comment. Attached is a copy of the draft language. Prior to meeting with Ordinance Review Committee, if you have any comments or questions on the attached language, Staff can incorporate those items into the draft. Comments can be forwarded to Mike Geisel, Director of Planning and Public Works at the next Planning and Public Works Committee Meeting.

Respectfully submitted,

Aimee E. Nassif, AICP
Planning and Development Services Director
CC: Michael G. Herring, City Administrator
Rob Heggie, City Attorney
Michael O. Geisel, Director of Planning & Public Works

Section 1003.165 Off-Street Parking, Stacking and Loading Space Requirements

1. *Purpose.* The regulations contained in this section shall govern the number, size, design and location of all off-street parking, stacking, and loading spaces in the City of Chesterfield.
2. *Minimum Design Criteria.* Except as otherwise provided for in this section, the requirements for off-street parking, stacking, and loading spaces shall meet the minimum dimensions and design criteria of the City of Chesterfield.
3. *Minimum off-street parking requirements.* Uses in all zoning districts shall comply with the minimum requirements listed by use category in tables of the following sections:

Commercial uses	Section 1003.165 3.A
Institutional uses	Section 1003.165 3.B
Cultural, entertainment, and recreational uses	Section 1003.165 3.C
Industrial uses	Section 1003.165 3.D
Residential uses	Section 1003.165 3.E
Retail Centers	Section 1003.165 3.F

A. Minimum Parking Requirements – Commercial

Use	Minimum Parking Required	Minimum Loading Requirement (see 1003.165.4)
Administrative office for educational or religious facility	3.3 / 1,000 Gross Floor Area (GFA)	Table B
Adult bookstore	4.0 / 1,000 GFA	Table B
Adult entertainment business or establishment	5.0 / 1,000 GFA	Table B
Adult entertainment facility		Table B
Adult motion picture theater	1 space for every 3 seats	Table B
Animal grooming service	4.0 / 1,000 GFA	None
Automobile sales, new	3.0 / 1,000 GFA	Table A
Automobile sales, used		Table A
Automotive detailing shop	3.3 / 1,000 GFA	None
Automotive retail supply	3.0 / 1,000 GFA	Table B
Bakery	3.3 / 1,000 GFA	None
Bar	12.0 / 1,000 GFA	None
Barber or beauty shop	5.0 / 1,000 GFA	None
Bathhouse	4.0 / 1,000 GFA	None
Boat (and marine supply) storage, charter, repair, sale	1.0 / 1,000 GFA	None
Brewpub	12.0 / 1,000 GFA	None
Broadcasting studio	3.3 / 1,000 GFA	None

Car wash, full service	1 space per employee on the maximum shift	None
Cemetery	1 space per 4 seats in the chapel or assembly area	None
Check cashing facility	4.0 / 1,000 GFA	None
Church and other place of worship	1 space for every 4 seats in the largest assembly area	None
Coffee shop	5.0 / 1,000 GFA	Table B
Commercial service facility	4.5 / 1,000 GFA	Table B
Cultivation and sale of plant crops, commercial vegetable and flower gardening as well as plant nurseries and greenhouses	4.0 / 1,000 GFA of sales area	None
Drug store and pharmacy	4.0 / 1,000 GFA	Table B
Dry cleaning establishment	3.3 / 1,000 GFA	Table A
Filling station and convenience store with pump stations	4.5 / 1,000 GFA	None
Film drop-off and pick-up station	5.0 / 1,000 GFA	None
Financial institution	3.3 / 1,000 GFA	None
Grocery- community	4.0 / 1,000 GFA	Table B
Grocery- neighborhood	3.3 / 1,000 GFA	Table A
Grocery- Supercenter	4.5 / 1,000 GFA	Table B
Harbor, marina, and dock for water-borne vehicles	1 space for every berth	None
Hotel and motel	1.2 parking spaces for each unit. If there are other accessory uses provided therein, additional off-street parking shall be provided for those accessory uses at the rate of 40 percent of the requirements for such uses	Table B
Hotel and motel, extended stay		Table B
Kennel, boarding	2.5 / 1,000 GFA	None
Kennel, private		None
Laboratories-professional, scientific		Table B
Laundromat	4.0 / 1,000 GFA	None
Massage parlor	5.0 / 1,000 GFA	None
Modeling studio		None
Mortuary		None
Newspaper stand		Table B
Office, dental	4.0 / 1,000 GFA	Table B
Office, general	3.3 / 1,000 GFA	Table B

Office, medical	4.0 / 1,000 GFA	Table B
Oil change facility	4.0 / 1,000 GFA	None
Pawnshop	3.3 / 1,000 GFA	None
Professional and technical service facility	3.3 / 1,000 GFA	None
Reading room	3.0 / 1,000 GFA	None
Research facility		Table B
Restaurant, fast food	10.0 / 1,000 GFA	None
Restaurant, outdoor customer dining area		None
Restaurant, sit down		None
Restaurant, take out	5.0 / 1,000 GFA	None
Retail sales establishment, community	4.5 / 1,000 GFA	Table B
Retail sales establishment, neighborhood	4.0 / 1,000 GFA	Table B
Retail sales establishment, regional	5.0 / 1,000 GFA	Table B
Retail sales, outdoor	4.0 / 1,000 GFA	Table B
Riding stable	1 space per employee on the maximum shift	None
Sales yard operated by a church, school, or other not for profit organization	3.3 / 1,000 GFA	None
Self storage facility	1.0 / 1,000 GFA	None
Shooting range, indoor	1 space per range position	None
Shooting range, outdoor		None
Specified sexual activities	5.0 / 1,000 GFA	None
Tackle and bait shop	3.3 / 1,000 GFA	None
Tattoo parlor / body piercing studio	3.3 / 1,000 GFA	None
Vehicle repair and services facility	3 spaces per service bay	None
Veterinary clinic	3.3 / 1,000 GFA	None

B. Minimum Parking Requirements – Institutional

Use	Minimum Parking Required	Minimum Loading Requirement (see 1003.165.4)
Day care center, adult	2.0 / 1,000 Gross Floor Area (GFA)	None
Day care center, child	2.5 / 1,000 GFA	None
Education facility- specialized private schools	1.5 spaces per classroom	None

Education facility- vocational school	1 space per classroom, plus 1 space for every 5 students based on the maximum number of students attending class at one time	None
Education facility- vocational school, outdoor training		None
Educational facility- college/university	5.0 / 1,000 square feet of GFA in classrooms and other teaching stations	None
Educational facility- kindergarten or nursery school	1.5 spaces per classroom	None
Hospice	1.0 / 1,000 GFA	None
Hospital	1 space per bed for the first 100 beds, 1 space per 2 beds for the next 100 beds; 1 space per 4 beds thereafter	Table B
Nursing home	1 space for every 3 beds	Table B
Police, fire, and postal stations.	3.0 / 1,000 GFA	None
Public building facilities owned or leased by the City of Chesterfield.	3.3 / 1,000 GFA	None
Public safety facility	3.0 / 1,000 GFA	None
Substance abuse facilities- outpatient	5.0 / 1,000 GFA	None
Substance abuse facility- inpatient	1 space for every 3 beds	None

C. Minimum Parking Requirements – Cultural, Entertainment, and Recreation

Use	Minimum Parking Required	Minimum Loading Requirement (see 1003.165.4)
Amusement park	1% of total land area	None
Arena and stadium	1 space for every 4 seats	Table A
Art gallery	2.0 / 1,000 Gross Floor Area (GFA)	Table B
Art studio	1 space for every 4 seats	None
Auditorium		Table B
Botanical garden	2.0 / 1,000 GFA	None
Bowling center	4.0 spaces per alley	None
Club	5.0 / 1,000 GFA	Table B
Community center	3.3 / 1,000 GFA	None
Fairground	1% of total land area	None
Farmers market	3.3 / 1,000 GFA	None
Golf course	4 spaces per hole	None
Gymnasium	1 space for every 3 seats	None
Library	2.0 / 1,000 GFA	Table B

Lodge	5.0 / 1,000 GFA	Table B
Museum	2.0 / 1,000 GFA	Table B
Park	1% of total land area	None
Recreation facility	3.3 / 1,000 GFA	None
Theater, indoor	1 space for every 4 seats	Table B
Theater, outdoor		None
Union halls and hiring halls		Table B
Zoological garden	1% of total land area	None

D. Minimum Parking Requirements – Industrial

Use	Minimum Parking Required	Minimum Loading Requirement (see 1003.165.4)
Batching plant	2.5 / 1,000 Gross Floor Area (GFA)	Table A
Blacksmith shop	1 space per employee on the maximum shift	Table A
Brewery	0.75 / 1,000 GFA	Table A
Correctional institution	1 space for every 5 beds	None
Dry cleaning plant	2.0 / 1,000 GFA	Table A
Extraction/processing of raw materials	1 space per employee on the maximum shift	None
Film processing plant	2.0 / 1,000 GFA	Table A
Highway department garage		None
Incinerator		Table A
Industrial sales, service, and storage		Table A
Junk/salvage yard		None
Lumberyard		Table A
Mail order sale warehouse	1 space per employee on the maximum shift	Table A
Manufacturing, fabrication, assembly, processing, or packaging facility		Table A
Meat packing facility	1.0 / 1,000 GFA	Table A
Plumbing, electrical, air conditioning, and heating equipment sales, warehousing and repair facility	3.3 / 1,000 GFA	Table A
Railroad switching yard	0.5 / 1,000 GFA	None
Sanitary landfill	1 space per employee on the maximum shift	None

Sheet metal shop	2.0 / 1,000 GFA	Table A
Solid waste, compost facility		None
Solid waste, facility		None
Solid waste, transfer facility		None
Steel mill, foundry, and smelter		Table A
Storage and repair garage for public mass transit vehicles		None
Sulphur, cement, or rubber reclamation plants		Table A
Tow yard		None
Transit storage yard		None
Trucks, trailers, construction equipment, agricultural equipment sales, rental, leasing, outdoor storage		Table A
Warehouse- general		1 space per employee on the maximum shift
Warehouse- live animals, explosives, or flammable gases and liquids	Table A	
Welding shop	Table A	
Yard for storage of contractors' equipment, materials, and supplies	None	

E. *Minimum Parking Requirements – Residential*

Use	Minimum Parking Required	Minimum Loading Requirement (see 1003.165.4)
Display Homes	2 spaces for every display home unit and 1 space for every office unit	None
Dormitories or group living facilities	1 space for every 2 dormitory units	None
Dwelling, employee	1 space per unit	None
Dwellings, multiple-family, row houses, or other group house arrangement	1 ½ spaces for every living unit	None
Dwellings, single-family (including single-family earth sheltered)	1 space for every dwelling, except 2 spaces for every dwelling in the “NU” Non-Urban District	None
Dwellings, two-family	1 space for each living unit	None
Group homes for the developmentally disabled	2 spaces for each such use	None
Group homes for the elderly	2 spaces for each such use	None

F. *Minimum Parking Requirements – Retail Center**

Center Size (Gross Floor Area in Square Feet)	Percentage Gross Floor Area in Restaurant Use		
	0 - 10%	11 – 20%	21 - 30%
Under 40,000	4.00	4.50	4.50
40,000 – 100,000	4.50	4.75	5.00
100,001 - 400,000	4.75	5.00	5.25
Over 400,000	5.00	5.25	5.50

* A minimum retail center parking requirement is applicable for a mixed use development that is owned and managed as a unit where one or more non-restaurant uses exist.

(1) *Minimum Loading Requirements for Retail Centers.* Retail Centers shall provide loading spaces in accordance with Table A in part 4. Minimum Loading Requirements.

4. Minimum Loading Requirements. When required in conjunction with uses specified elsewhere in this section, loading spaces shall be provided in accordance with the following tables:

Table A

Gross Floor Area (sq. ft.)	Number of Minimum 10' × 40' Loading Spaces*
5,000 – 25,000	1
25,001 – 50,000	2
50,001 – 100,000	3
100,001 – 150,000	4
150,001 – 200,000	5
For each additional 100,000	1 additional loading space

* Each 10' × 40' loading space shall have a height clear of obstruction of not less than 14 ft.

Table B

Gross Floor Area (sq. ft.)	Number of Loading Spaces	
	10' × 25' min.	10' × 40' min.*
2,000 – 10,000	1	--
10,001 – 25,000	2	--
25,001 – 100,000	2	1
For each additional 100,000	--	1 additional

* Each 10' × 40' loading space shall have a height clear of obstruction of not less than 14 ft.

- A. The Planning and Development Service Director shall determine the off-street loading space requirements for a use not specified, based upon the most similar use listed in part 3. Minimum off-street parking requirements or using certified service/goods handling data for the specific use.
 - B. In calculating the required number of loading spaces, fractional spaces are rounded to the nearest whole number, with one-half counted as an additional space.
5. Maximum Off-Street Parking Requirements.
- A. Parking lots shall not contain more than 120% of the minimum number of spaces required in part 3. Minimum off-street parking requirements except as follows:
 - (1) When an applicant requests between 121% and 150% of the minimum number of required parking spaces, the applicant shall submit a parking demand study, as defined in part 5.A.(3) of this Section, to the Planning and Development Services Director for review. Said study shall be signed by a licensed professional engineer or certified planner. The study shall demonstrate by clear and convincing evidence that the expected vehicle use and parking space demand for the development will require more than 120% of the minimum number of required spaces. Appeals of determinations made by the Planning and Development Services Director may be presented to the Planning Commission.
 - (2) When an applicant requests more than 150% of the minimum number of required spaces, the applicant shall submit a parking demand study in accordance with the requirements in paragraph (1) above to the Planning Commission for review. The study shall demonstrate by clear and convincing evidence that the expected vehicle use and parking space demand for the development will require more than 150% of the minimum number of required spaces. Appeals of determinations made by the Planning Commission may be presented to the City Council.
 - (3) *Parking Demand Study:* A Parking Demand Study shall be prepared and signed by a licensed professional engineer or certified planner. The study shall document how any reductions were calculated and upon what assumptions such calculations were based and shall demonstrate compliance with or variation from applicable standards and procedures of the City. Parking ratios used within the study shall be based upon uses or categories of uses already listed within this section.
6. Schedule of Off-Street Drive-Thru Stacking Requirements. Off-street drive-thru stacking spaces shall be provided, at a minimum, in accordance with the following schedule and shall not interfere with vehicular or pedestrian circulation, or parking on the site.
- A. *Car wash:*
 - (1) Full service: One space at each vacuum or wash station, plus four additional stacking spaces for each wash bay lane.

- (2) Self-service (Drive-Thru/Automated): One space in the wash bay, plus three additional stacking spaces for each wash bay lane.
- (3) Self-service (Open Bay): One space per vacuum or wash bay, plus two additional stacking spaces for each wash bay lane.
- (4) Vehicle drying area:
 - a. Full service: Two spaces per wash bay, located at the exit of the wash bay.
 - Self-service: One space per wash bay.

B. *Financial institution:*

- (1) One space at each drive-up service lane, plus five additional stacking spaces for each service lane where there are two or less service lanes;
- (2) One space at each drive-up service lane, plus four additional stacking spaces for each service lane when there are three or more service lanes.
- (3) Drive-up Automated Teller Machine (ATM): One space at each automated drive-up teller machine (ATM), plus two additional stacking spaces for each ATM.

C. *Oil change facility* – one space in the service bay, plus two additional stacking spaces for each service bay.

D. *Retail Uses with drive-up facilities* – one space for each drive-up service lane, plus two additional stacking spaces for each service lane.

E. *Restaurant with drive-up facilities* – one space for each drive-up service lane, plus seven additional stacking spaces for each service lane.

7. *Joint Parking.* All parking spaces required by this ordinance shall be located on the same parcel of land as the use to be served except as follows:

A. Parking for one or more uses in a commercial or industrial district may be provided on a separate lot when said separate lot is within a similar zoning district type and within 400 feet of the use or uses to be served, as measured along a pedestrian walkway.

B. When two (2) or more owners agree to provide their required parking spaces jointly, the number of joint parking spaces shall be equal to the number of parking spaces required if each were to provide parking separately, unless otherwise stated in this section.

(1) The applicants for joint parking shall submit a joint parking plan and an appropriate legal instrument of agreement among the involved property owners for review by the Planning and Development Services Director.

(2) Such joint parking plan and agreement shall include language binding the owners of the properties and their successors and assigns to the agreement and limiting and controlling use of land to those uses and conditions accepted by the Planning and

Development Services Director and agreed to by the owners of the properties involved.

- (3) If the joint parking plan and agreement are found to conform with the requirements of applicable codes, laws, and ordinances, they shall be stamped accepted by the City of Chesterfield and returned to the applicant. The applicant shall record these accepted documents with the County Recorder of Deeds. Recorded copies of the accepted documents shall be provided to the City of Chesterfield prior to release of Municipal Zoning Approvals associated with the joint parking plan and agreement.
8. Modification of Standards. An applicant may request a modification of the requirements of this section by providing a parking demand study, as defined in part 5.A.(3) of this Section, that supports the request and demonstrates by clear and convincing evidence that the requested modifications are appropriate for the site and do not cause a detriment to adjacent properties. The study shall be signed by a licensed professional engineer or certified planner. Modification requests may be accepted by the Planning and Development Services Director as follows:
 - (1) The Planning and Development Services Director may accept a reduction of not more than twenty percent of the parking, loading, and/or stacking spaces required elsewhere in this section.
 - (2) Requests for a reduction in the minimum parking, loading, or stacking requirements in excess of twenty percent are subject to review for acceptance by the Planning Commission.
9. Previously Approved Reductions. Developments with parking reductions approved by the City of Chesterfield prior to the enactment of this section of the Zoning Ordinance shall be required to provide parking in accordance with the minimum parking requirements at the time the reduction was granted. Any property owner with a previously approved parking reduction wishing to use the minimum requirements of this section shall submit a notarized letter forfeiting the previously approved reduction to the Department of Planning and Public Works.
10. Supplementary Off-Street Parking and Loading Requirements. In addition to the above parking and loading requirements, the following standards shall apply:
 - A. In all zoning districts, all parking and loading areas, including driveways, shall be asphalt or concrete paved, except in the "FP", "PS", "NU", "AG", "LLR", "E-1", "E-2" and "R-1" Districts, where the City of Chesterfield may accept an alternate surface material.
 - B. For all non-residential uses off-street parking and loading shall be so designed such that a single unit vehicle shall not be required to back into a vacant parking space or into a street or roadway in order to turn around or exit.
 - C. Off-street parking areas shall provide ingress and egress to any public right-of-way only at such locations as approved by the City of Chesterfield.

- D. Required off-street parking, stacking and loading spaces shall not include spaces located in the floodplain or floodway, as determined by the City of Chesterfield, except when accessory to a permitted or conditional use in the "FP" Floodplain District.
- E. No off-street parking space required under this ordinance shall be used for any other purpose. Where a change in use creates greater parking requirements than the amount being provided, a Municipal Zoning Approval shall not be issued unless provision is made for the increased amount of required off-street parking.