

Section 21-07.04 Off-Street Parking Regulations.

Intent These Off-Street Parking Regulations are intended to provide for the provision of *off-street parking areas* which are adequate to support the needs of proposed *uses* and future *uses* of a site while at the same time assuring that the design and construction of such *off-street parking areas* meet minimum design standards necessary to promote efficient circulation and prevent undue traffic congestion.

(a) Applicability.

(1) Parking for *Buildings, Structures* or *Uses*.

All new development, additions to *buildings* or *structures*, or conversions of *use* for which an *improvement location permit* is required by this Ordinance in any *district* except the MU *District* or CBD *District* shall provide required *off-street parking areas* in accordance with the regulations of this Section 21-07.04. Such *off-street parking areas* may be provided in either a surface *parking area* or a *parking garage*. If *off-street parking areas* are provided in a *parking garage*, such *parking garage* shall be located in compliance with the *development standards* of the applicable *district* of this Ordinance regarding: minimum *yards* and *setbacks*; landscaping of perimeter *yards* and residential *bufferyards* (Section 21-07.01 (b); and, foundation landscaping (Section 21-07.01 (c)). (Ord. No. 10557-17; 11-20-17)

(2) Exceptions to Off-Street Parking Regulations for any MU District or CBD District.

Off-street parking areas shall not be required for any *use* located in any MU *District* or CBD *District*. Any *off-street parking areas* which are provided, although not required, shall be developed in compliance with the design and construction standards set forth in this Section 21-07.04. (Ord. No. 10557-17; 11-20-17)

(b) Existing Parking Areas.

Existing *off-street parking areas* shall not be reduced below the minimum requirement for such *use* as required by this Ordinance. Any *off-street parking areas* existing prior to the effective date of this Ordinance which were already below the standards established by this Ordinance shall not be further reduced.

(c) **Location of Parking Areas.**

Off-street parking areas shall be located:

- (1) on the same *lot* as the *building, structure* or *use* served by the *off-street parking area*;
- (2) within the same *integrated center, business park, or industrial park* as the *building, structure* or *use* served by the *off-street parking area*; or
- (3) within five hundred (500) feet, of the *building, structure* or *use* served by the *off-street parking area*, provided that such off-site location for the *off-street parking area* is approved by the *Board of Zoning Appeals* as a *Special Exception Use* where:
 - (A) such *off-street parking area* shall be located within a *district* which permits the *use* for which the *off-street parking* is provided; and,
 - (B) a written agreement, property drawn and executed by the parties concerned and approved as to form by the South Bend City Attorney, assuring the availability of the *off-street parking area* is filed with the *Board of Zoning Appeals* as part of the request for approval of the *Special Exception*.
- (4) In addition to the above location requirements, the location of *off-street parking areas* in residential districts shall not be located in violation of the provisions set forth in Section 21-02.11(e). (*Ord. 9759-07*)

(d) Design and Construction of Off-Street Parking Areas.

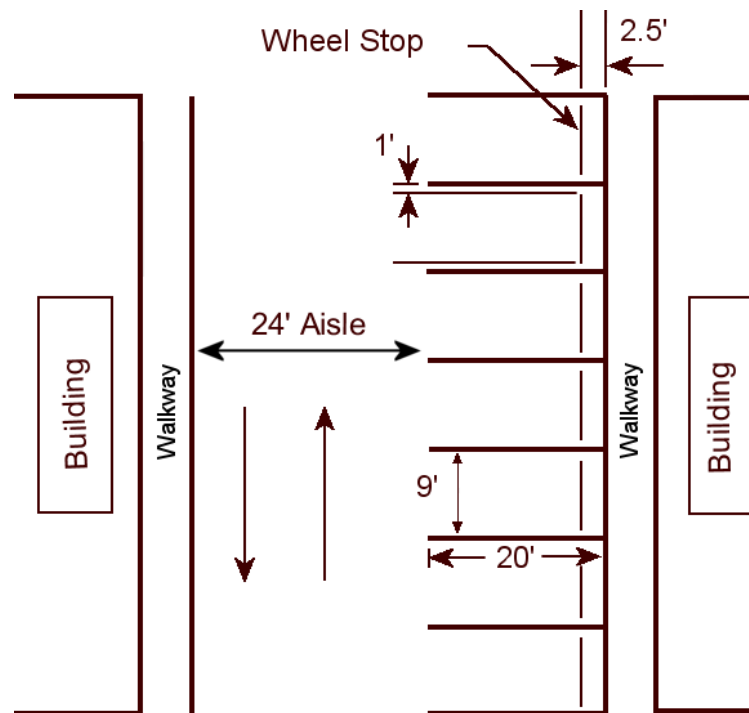
The design and construction of all required *off-street parking areas* shall be in compliance with the stricter of the regulations contained in this Section 21-07.04, (d)., or the minimum specifications prescribed by the Board of Public Works.

(1) Design of *Parking Areas*.

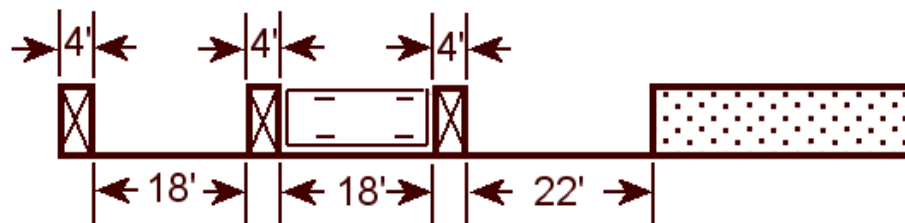
- (A) Layout** - The layout of all *off-street parking areas* shall be in compliance with one (1) of the Options set forth below:
- i. Option 1: in the Architectural Graphic Standards, Tenth Edition, or most current edition, for a Level of Service "A" or "B"; or,
 - ii. Option 2: in Table 21-07.04 A: Parking Lot Design, below:

Table 21-07.04 A: Parking Lot Design			
Angle of Parking Space	Minimum Width of Parking Space	Minimum Depth of Parking Space	Minimum Width of Maneuvering Aisle
61° - 90°	9'-0"	20'-0"	24'-0"
46° - 60°	9'-0"	19'-0"	18'-0" (one way)
45°	8'-6"	18'-0"	15'-0" (one way)
Parallel	8'-0"	22'-0"	12'-0" (one way)

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Example of Parking Lot Design Regulations



Example of Parallel Parking Regulations

- (B) Landscaping Except for individual *single family dwellings* or *two family dwellings*, the layout of all *off-street parking areas* shall comply with the design related regulations contained in sub-Sections 21-07.01, (d) and 21-07.01, (g) of Section 7.01 - Landscaping Regulations of this Ordinance.
- (C) Definition of *Off-Street Parking Spaces* Except individual *single family dwellings* or *two family dwellings*, all *off-street parking spaces* shall be:
- identified by painted lines (minimum four inches (4") in width), raised curbs or other means to indicated individual spaces; and,

- ii. provided with a raised curb, wheel stops or other devices to ensure that motor vehicles do not encroach beyond the *off-street parking area* or into a required *yard*.

(2) **Surface of Off-Street Parking Areas.**

All required *off-street parking areas* and any *driveway*, *interior access driveway* or *interior access drive* to and from such *off-street parking areas* shall be hard surfaced with asphalt, concrete or other material to provide a durable, dust-free surface, which meets or exceeds the minimum specifications prescribed by the Board of Public Works, provided, however, a *temporary* or seasonal *use* permitted by the *district* in which such *temporary* or seasonal *use* is located may use an unimproved or gravel surface for the duration of the *temporary* or seasonal *use*. If a temporary gravel surface is provided, such gravel shall be removed and the *off-street parking area* shall be returned to its prior condition immediately upon cessation of the *temporary* or seasonal *use*.

(e) **Minimum Number of Required Off-Street Parking Spaces.**

Off-street parking for all *uses* shall be provided in accordance with the minimum requirements set forth in Table 21-07.04-D: Minimum ADA Parking Spaces and Table 21-07.04-D: Required Off-Street Parking. When the computation of required *off-street parking spaces* results in a fraction of one-half (1/2) or greater, the number of required *off-street parking spaces* shall be rounded up to the next whole number.

(1) **Increase in Intensity of Use.**

Additional *off-street parking spaces* shall be required whenever: (i) a change of *use* of a *building*, *structure* or *lot*; or, (ii) an addition to any unit of measurement specified herein (i.e., *dwelling units*, *gross floor area*, seating capacity, number of employees, etc.), results in an increase in the minimum number of required *off-street parking spaces* to an extent of fifteen (15) percent or more than the number of *off-street parking spaces* existing on the effective date of this Ordinance on the *single use site*, *integrated center* or *industrial park*, as the case may be, whether such total increase occurs at one (1) time or in successive stages.

(2) **Units of Measurements.**

- (A) **Employees** The number of employees shall be compiled based upon the maximum number of persons employed on the premises at any one (1) time on an average day or average night, whichever is greater.
- (B) **Gross Floor Area** *Gross floor area* shall be determined per the definition of *gross floor area* in Section 21-07-11 Definitions.

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- (C) **Seating Capacity / Building Capacity** Seating or *building* capacity shall be based upon the determination of the Fire Marshal regarding maximum *building* capacity.
- (3) **Reduction for Combined Off-Street Parking Areas.**
- (A) Where an *integrated center* or *industrial park* proposes *uses* with dissimilar peak time parking demands, an alternate parking plan may be approved in connection with the issuance of an *improvement location permit* in which a combined *off-street parking area* is provided. The total number of *off-street parking spaces* which are developed in a shared *off-street parking area* may be adjusted as indicated in Table 21-07.04 C: Parking Reduction Percentages.
- (B) The minimum total number of *off-street parking spaces* to be initially improved under an alternate parking plan shall be the greatest total number of *off-street parking spaces* calculated under the following scenarios:

Table 21-07.04 C: Parking Reduction Percentages					
Use	Weekday		Weekend		
	Daytime (6:00 a.m. to 6:00 p.m.)	Evening (6:00 p.m. to midnight)	Daytime (6:00 a.m. to 6:00 p.m.)	Evening (6:00 p.m. to midnight)	Nighttime (Midnight to 6:00 a.m.)
Hotel / Motel	75%	100%	75%	100%	75%
Office/Professional Service	100%	10%	10%	5%	5%
Industrial	100%	10%	10%	5%	5%
Food Sales and Service	50%	100%	100%	100%	10%
Retail	60%	90%	100%	70%	5%
Recreation	40%	100%	80%	100%	10%
Other	100%	100%	100%	100%	100%

Parking Reduction Example: Assume an *integrated center* including an office building, multiple retail uses, and movie theater which, under the basic minimum requirements of the Ordinance, would be required to provide a total of 225 *off-street parking spaces* as set forth below.

Parking Reduction Example						
	Basic Minimum	Weekday Daytime	Weekday Evening	Weekend Daytime	Weekend Evening	Weekend Nighttime
Office	50	50	5	5	3*	3*
Retail	100	60	90	100	70	5
Theater	75	40	75	60	75	8*
TOTAL	225	150	170	165	148	16

* **Note:** Numbers have been rounded up per the requirements of Section 21-07.04, (e).

Result: Under an alternate parking plan approval, the minimum total number of *off-street parking spaces* may be reduced from 225 *off-street parking spaces* to 170 *off-street parking spaces* (the reduction alternative which requires the greatest number of *off-street parking spaces*).

(f) Required Parking for the Disabled.

Every *off-street parking area* and *parking garage* available to the public shall have *parking spaces* reserved for the use of physically handicapped persons as specified in Table 21-07.04 D: Minimum ADA Parking Spaces (as required by ADA Accessibility Guidelines for Buildings and Facilities, Chapter 4.1.2 (5)(a), published in the Federal Register, Volume 56, No. 144, dated July 26, 1991); provided, however, facilities which provide medical care and other services to persons with mobility impairments shall provide ADA Parking Spaces as follows:

- (1) Outpatient units and facilities 10% of the total number of *off-street parking spaces*; and,
- (2) Units and facilities that specialize in treatment services for persons with mobility impairments 20% of the total number of *off-street parking spaces*.

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Table 21-07.04 D: Minimum ADA Parking Spaces	
Total Parking Spaces Required	Minimum Number of Reserved Spaces
1 - 25	1
26 - 50	2
51 - 75	3
76 - 100	4
101 - 150	5
151 - 200	6
201 - 300	7
301 - 400	8
401 - 500	9
501 - 1000	Two percent (2%) of the total number of <i>off-street parking spaces</i> .
1001 and over	Twenty (20), plus one (1) for each one hundred (100) <i>off-street parking spaces</i> over one thousand (1000).

(g) Bicycle Racks.

In order to encourage alternative means of transportation, any *off-street parking area* which contains in excess of fifty (50) *parking spaces* shall provide a bicycle rack capable of parking a minimum of ten (10) bicycles. Such bicycle rack shall be so located as to provide reasonable visibility and security while not interfering with the safe and efficient movement of pedestrians or motor vehicles about the *lot*.

Table 21-07.04 E: Required Off-Street Parking

All *uses* shall provide a minimum number of *off-street parking spaces* as indicated below.

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| 1. Ambulance and Armored Care Service. | One (1) <i>parking space</i> per vehicle plus one (1) <i>parking space</i> per on-duty employee. |
| 2. Amusement centers, skating rinks, pools, natatoriums, exhibition halls. | One (1) <i>parking space</i> per one-hundred (100) square feet of floor area in public use. |
| 3. Amusement Park | <i>Five (5) parking spaces</i> per one-thousand (1,000) square feet of <i>gross floor area</i> within <i>buildings</i> plus one and one-half (1.5) <i>parking spaces</i> per one-thousand (1,000) square feet of site area accessible to the public, exclusive of the <i>parking area</i> . |
| 4. Assembly facilities without fixed seats, including dance halls, martial arts schools, aerobic and exercise centers, and similar studios or centers | One (1) <i>parking space</i> per every twenty-five (25) square feet of floor area in public use. |
| 5. Automobile, motorcycle, truck, bus, RV and boat sales. | One (1) <i>parking space</i> per three-hundred (300) square feet of sales floor area in excess of one-thousand (1000) square feet plus one (1) <i>parking space</i> per two-thousand (2000) square feet of open area. |
| 6. Automotive repair or service facility | Five (5) <i>parking spaces</i> per one-thousand (1,000) square feet of <i>gross floor area</i> devoted to retail sales of automotive supplies or parts, plus two (2) <i>parking spaces</i> per service bay, (a service bay shall not be considered a <i>parking space</i>), plus three (3) customer <i>parking spaces</i> . |
| 7. Bar, Tavern, Nightclub, Cabaret, and other establishments for the sale of beer or intoxicating liquor for consumption on the premises | One (1) <i>parking space</i> per every three (3) persons based upon the maximum number of persons that can be accommodated at the same time in accordance with design capacity. |
| 8. Barber Shop / Beauty Shop / Hair Salon / Manicure Shop / Tanning Salon | Three (3) <i>parking spaces</i> per each customer seat or service station. |

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| 9. Boarding Houses | One (1) <i>parking space</i> per two (2) guest rooms plus one (1) <i>parking space</i> for owner or manager. |
| 10. Bowling alleys | Five (5) <i>parking spaces</i> per alley. If, in addition, there are other uses or accessory uses located within or operated in conjunction with the bowling alley, such as restaurants, bars, taverns, nightclubs, and the like, additional <i>parking spaces</i> , calculated based upon the parking requirements for that specific <i>use</i> , shall be provided (calculation shall be based upon the total square feet of <i>gross leasable floor area</i> for such <i>uses</i> located within or operated in conjunction with the bowling alley). |
| 11. Broadcasting, movie or video producing or recording studios | One (1) <i>parking space</i> per two-hundred (200) <i>square feet of gross floor area</i> . |
| 12. Car washes | Stacking spaces per wash bay, as required for a drive-through facility, plus three and one-half (3.5) <i>parking spaces</i> per one-thousand (1,000) square feet of <i>gross floor area</i> devoted to office or retail sales. |
| 13. Casinos, approved hotels or buildings wherein gambling games are conducted | One (1) <i>parking space</i> per each employee plus one (1) <i>parking space</i> per each three (3) persons based upon the maximum number of persons that can be accommodated at the same time in accordance with the design capacity. |
| 14. College / University | One (1) <i>parking space</i> per two (2) employees, plus one (1) <i>parking space</i> per every (10) students based upon the maximum number of students that can be accommodated in accordance with the design capacity, or one (1) <i>parking space</i> per five (5) seats in the main auditorium, whichever is greater. |
| 15. Commercial, trade or business schools | Forty (40) <i>parking space</i> per each one-thousand (1,000) square feet of classrooms. |

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| 16. Child care centers | One (1) <i>parking space</i> per employee plus three (3) additional <i>parking space</i> . |
| 17. Financial Institutions / Banks | One (1) <i>parking space</i> per two-hundred (200) square feet of <i>gross floor area</i> , plus <i>parking spaces</i> as required for each walk-up, drive-through or freestanding bank machine. |
| 18. Financial Institutions / Banks
Freestanding Bank Machines, Walk-up
or Drive-through | One (1) <i>parking space</i> for each walk-up, drive-through or freestanding bank machine, plus stacking spaces as required for a drive-through facility for any drive-through or freestanding bank machine accessible from an automobile. |
| 19. Funeral homes and mortuaries | One (1) <i>parking space</i> per every fifty (50) square feet of <i>gross floor area</i> in service rooms. |
| 20. Gasoline stations and public garages | One (1) <i>parking space</i> per each employee, plus two (2) <i>parking spaces</i> for each service bay. |
| 21. Grocery store | Five (5) <i>parking spaces</i> per one-thousand (1,000). 39 |

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| 25. Hotels and motels | One (1) <i>parking space</i> per guest room, plus two (2) <i>parking spaces</i> at office or registration area. If, in addition to guest rooms, there are other <i>uses</i> or <i>accessory uses</i> located within or operated in conjunction with the <i>hotel</i> or <i>motel</i> , such as ballrooms, meeting rooms, dining areas, retail stores, auditoriums, <i>bars</i> , restaurants, <i>taverns</i> , <i>nightclubs</i> , and the like, additional <i>parking spaces</i> , calculated based upon the parking requirements for that specific <i>use</i> , shall be provided (calculation shall be based upon the total square feet of <i>gross leasable floor area</i> for such <i>uses</i> located within or operated in conjunction with the <i>hotel</i> or <i>motel</i>). |
| 26. Laundromats | One (1) <i>parking space</i> per every two (2) washing machines, plus one (1) <i>parking space</i> per every two (2) employees. |
| 27. Libraries, museums and art galleries | Ten (10) <i>parking spaces</i> , plus one (1) <i>parking space</i> per every three-hundred (300) square feet of <i>gross floor area</i> over two-thousand (2000) square feet. |
| 28. Industrial: Assembly or Manufacturing | One (1) <i>parking space</i> for each one thousand (1,000) square feet of <i>gross floor area</i> devoted to such use. If, in addition, there is space devoted to office, retail or other <i>uses</i> specified elsewhere in these regulations, parking required for such additional <i>use</i> shall also be provided. |
| 29. Industrial: Warehouse or Distribution | One (1) <i>parking space</i> for each three thousand (3,000) square feet of <i>gross floor area</i> . If, in addition, there is space devoted to office, retail or other <i>uses</i> specified elsewhere in these regulations, parking required for such additional <i>use</i> shall also be provided. |
| 30. Medical and dental clinics | Five (5) <i>parking spaces</i> per each doctor. |

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| 31. Mobile home parks | One and one-half (1 ½) <i>parking spaces</i> per mobile home park lot plus there shall be a conveniently located area for visitor parking at a ratio of one-half (½) space per lot; provided, however, in no case shall there be less than twenty-five (25) <i>parking spaces</i> provided per mobile home park. |
| 32. Nursing, convalescent, rest homes, residential facilities for the developmentally disabled and other health homes and institutions. | One (1) <i>parking space</i> per every four (4) beds plus one (1) <i>parking space</i> per every two (2) employees, plus one (1) <i>parking space</i> per staff doctor. |
| 33. Off-track pari-mutual wagering facility | One (1) <i>parking space</i> per each employee, plus one (1) <i>parking space</i> per every three (3) persons based upon the maximum number of persons that can be accommodated at the same time in accordance with the design capacity. |
| 34. Offices and office buildings | Three and one half (3.5) <i>parking spaces</i> per one-thousand (1000) square feet of <i>gross floor area</i> . |
| 35. Private clubs, dormitories, fraternities, sororities and lodges with sleeping rooms | Two (2) <i>parking spaces</i> per every three (3) sleeping rooms or one (1) <i>parking space</i> per every (5) members, whichever is greater. |
| 36. Private clubs, fraternities, sororities and lodges no sleeping rooms | One (1) parking space per every five (5) members. |
| 37. Publishing establishments, newspaper or printing shops | Two (2) <i>parking spaces</i> per one-thousand (1,000) square feet of <i>gross floor area</i> , plus three and one half (3.5) <i>parking spaces</i> per one-thousand (1000) square feet devoted to office or related retail activities. |
| 38. Railroad or motor bus passenger stations or heliports | One (1) <i>parking space</i> per every (50) square feet of <i>gross floor area</i> , plus one (1) <i>parking space</i> per every two (2) employees. |
| 39. Refuse dumps or landfills | One (1) <i>parking space</i> per employee. |

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| 40. Religious Uses Churches or temples | One (1) <i>parking space</i> per every four (4) seats in the main sanctuary, auditorium or assembly room. |
| 41. Residential: Single Family | One (1) <i>parking space</i> per <i>dwelling unit</i> . |
| 42. Residential: Multifamily, including apartment houses | Two (2) <i>parking space</i> per <i>dwelling unit</i> . Note: In the CBD <i>District</i> , apartment houses containing one-hundred (100) or more <i>dwelling units</i> may provide a minimum of two (2) <i>parking spaces</i> for every three (3) <i>dwelling units</i> . (Ord. No. 9783-07) |
| 43. Residential: Two Family | Two (2) <i>parking space</i> per <i>dwelling unit</i> . (Ord. No. 9783-07) |
| 44. Restaurants: Family restaurant, Family restaurant with lounge, Fast food restaurant | One (1) <i>parking space</i> per each three (3) customer seats based upon the maximum number of persons that can be accommodated at the same time in accordance with design capacity (including outdoor seating areas) (minimum of five (5) <i>parking spaces</i> required). |
| 45. Restaurants: Drive-In Restaurant | One (1) <i>parking space</i> per customer service unit, plus ten (10) parking spaces per one-thousand (1,000) square feet of <i>gross floor area</i> (minimum of four (4) additional <i>parking spaces</i> required). |
| 46. Restaurants: Drive-Through only (no seating) | One (1) <i>parking space</i> per one employee (minimum of five (5) <i>parking spaces</i> required). |
| 47. Retail <i>Single Use Sites</i> | <p><u>< 100,000 Sq. Ft.</u> Three and one half (3.5) <i>parking spaces</i> per one-thousand (1000) square feet of <i>gross floor area</i>, provided, however, that in no case shall any individual use provide less than a total of five (5) <i>parking spaces</i>.</p> <p><u>100,000 Sq. Ft. and Over</u> Two and one half (2.5) <i>parking spaces</i> per one-thousand (1000) square feet of <i>gross floor area</i>.</p> |

48. Retail *Integrated Centers*

≤ 400,000 Sq. Ft. If the total *gross leasable floor area* of an *integrated center* is less than 400,000 square feet, four (4) *parking spaces* per one thousand (1,000) square feet of *gross leasable floor area* shall be required.

400,000 600,000 Sq. Ft. If the total *gross leasable floor area* of an *integrated center* is greater than 400,000 square feet, but less than 600,000 square feet, four and one half (4.5) *parking spaces* per one thousand (1,000) square feet of *gross leasable floor area* shall be required.

≥ 600,000 Sq. Ft. If the total *gross leasable floor area* of an *integrated center* is greater than 600,000 square feet, five (5) *parking spaces* per one thousand (1,000) square feet of *gross leasable floor area* shall be required.

Provided, however:

- (1) in no case shall any *integrated center* provide less than five (5) *parking spaces*:
and,
- (2) the following individual uses: grocery store; hardware / paint / home improvement store; theaters; bowling alley; *bar*; *tavern*; *nightclub*; *cabarets*; or, other establishments for the sale of beer or intoxicating liquor for consumption on the premises, shall provide *parking spaces* as required for the individual *use* by this Section and such calculation shall be separate from the calculation of the *gross leasable floor area* calculation of the *integrated center*.

49. Schools: Nursery, elementary and junior high schools

One (1) *parking space* per classroom and office or one (1) *parking space* per every ten (10) seats in auditorium, whichever is greater.

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| 50. Schools: Senior high schools | One (1) <i>parking space</i> per every ten (10) classroom seats, plus one (1) <i>parking space</i> per every two (2) staff members. |
| 51. Service or repair establishments | Three and one half (3.5) <i>parking spaces</i> per every one-thousand (1,000) square feet of <i>gross floor area</i> . |
| 52. Theatres, auditoriums, gymnasiums, stadiums, arenas, convention halls, and places of assembly with fixed seats | One (1) <i>parking space</i> per every five (5) seats, plus one (1) <i>parking space</i> per every two (2) employees. |
| 53. Veterinary hospitals, animal kennels and pounds | One (1) <i>parking space</i> per every four-hundred (400) square feet of <i>gross floor area</i> . |

Minimum Parking Required

Except for residential uses, in no case shall any individual, non-related and separately operated *use* provide less than three (3) *parking spaces*. (Ord. No. 9783-07)

Uses Not Specified

For any *use* not specified above, specific requirements shall be determined by the *Zoning Administrator* and shall be based upon requirements for similar *uses*, expected demand and traffic generated by the proposed *use*, and other information from appropriate traffic engineering and planning criteria.