

**ARTICLE 11**  
**OFF-STREET PARKING AND OFF-STREET LOADING REQUIREMENTS**

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**SECTION 11.1**  
**OFF-STREET PARKING**

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**Section 11.1.1 Off-Street Parking Standards**

- A. The purpose of this section is to provide off-street parking standards that will alleviate congestion in the streets and allow for the efficient parking of vehicles of motor vehicles while, concurrently, reducing any adverse environmental impacts to the urban area. By reducing glare, noise levels, and air pollution to occupants and residents of adjoining properties, and by controlling storm water drainage and soil erosion, these standards will generally contribute to the public health, safety and general welfare of the citizenry and will create a more aesthetically pleasing living environment in the Town.
- B. This section only applies to properties that are outside of the overlay districts, as described in Article 7 Overlay Districts. All properties within the overlay districts shall conform to the parking requirements of Article 7.
- C. Parking must be provided for new construction of principal buildings and, in certain instances, for improvements to existing sites and buildings and conversions of one use to another. No lands or buildings, or any part thereof, shall be occupied or used for any purpose, nor shall any building permit be approved, until the owner of the property provides off-street motor vehicle parking and driveways in accordance with the minimum requirements set forth in this Article. When an existing building or use on the same lot is altered or expanded to increase its gross floor area by fifty (50) percent or more, or whenever a conversion of buildings from any use to another use requires additional off-street parking, all parking lot design requirements of this article shall be met.
- D. All nonresidential uses shall comply with the requirements of the North Carolina Building Code or General Statutes for off-street parking spaces for the handicapped, whichever is more stringent.
- E. Surfacing. All parking facilities containing twenty-five (25) or more spaces or stalls shall be paved with concrete or asphalt material, or with an alternative paving material (e.g., concrete pavers, brick, "turfstone" or similar material) determined by the Zoning Code Administrator to exhibit equivalent wear resistance and load bearing characteristics as asphalt or concrete.

If concrete is used for pavement, the minimum thickness shall be six (6) inches for all uses. If bituminous mix is used for pavement, the minimum thickness shall be four (4) inches compacted crushed stone base with a two (2) inch asphaltic concrete surface for all uses. “Overflow” parking facilities (i.e., parking facilities providing parking in excess of the number of spaces required in section 18-532 of this chapter for the uses for which the parking is provided) are not subject to this provision.

- F. All parking facilities containing between five (5) and twenty-four (24) spaces or stalls, inclusive, may be paved or surfaced with a washed stone material in accordance with the requirements set forth below; provided that all spaces set aside for parking by handicapped persons must comply with all applicable codes, ordinances, and technical requirements, and paved access to a handicapped-accessible entrance to the principal building must be provided:
1. A base preparation of a one-inch grid base reinforcement shall cover a non-woven, permeable fabric. Over the grid reinforcement a washed stone shall be placed at a uniform, minimum depth of six (6) inches. The following is a list of materials that have been approved for this purpose;  
  
Grid Reinforcement - Tensar Geogrid or equal;  
Non-Woven, Porous Fabric - Trevira Spunbond Type 11 products or equal;  
Washed Stone - #67 granite, #57 gravel, #32 gravel, or #57 limestone
  2. A barrier consisting of pressure-treated lumber, extruded curbing, or an approved substitute must be anchored to a minimum depth of twenty-four (24) inches around the entire perimeter of the parking facility, excluding driveways and pedestrian walkways. The anchors must be placed a maximum of five (5) feet apart, as measured on center. The top of the perimeter barrier must extend a minimum of four (4) inches above the surface of washed stone.
- G. The off-street parking requirements for two or more uses on the same lot may be combined and used jointly, provided that the parking space shall be adequate in area to provide the same total off-street parking requirements with all such uses.
- H. No part of an off-street area required for any building or use for the purpose of complying with the provisions of off-street parking requirements in this ordinance shall be included as part of any off-street parking area similarly required for another building or use unless the times of usage of such buildings or uses will not be simultaneous. Off-street parking space shall be located on the same lot as the use for which provided or on a separate lot within 200 feet of any entrance to a building, provided that such parking space land is owned by the owner of the building or leases for the same period of time as the building.

- I. Limitations on use of required parking facilities.
  - 1. Permitted use. Required parking spaces approved in accordance with this article shall only be used for the intermittent parking of licensed motor vehicles of employees, occupants, owners, tenants, or customers utilizing the building served by said required parking space.
  - 2. Storage, repair, or display of any equipment or merchandise, shall not be permitted. Storage of vehicles for sale at a motor vehicle dealership may be permitted.
  
- J. Barriers. Each parking space located at the perimeter of a parking facility shall be equipped with a curb, wheel stop, or similar device to prevent vehicle encroachment beyond property lines of parking lots and into pedestrian ways or traffic aisles. All devices shall be anchored to the subgrade to a minimum depth of twenty-four (24) inches and extend to a minimum height of four (4) inches above the ground surface.
  
- K. In order to maintain an acceptable and safe line of sight for motor vehicle drivers, no parking spaces, fences, walls, posts, lights, shrubs, trees or other type of obstructions not specifically exempted shall be permitted in the space between thirty (30) inches above ground level and ten (10) feet above ground level within a triangular sight distance.
  
- L. All off-street parking spaces shall meet the minimal dimensional requirements shown in the table below.

Table 5.1 Parking Space Dimensional Requirements

Angle (degrees)	Stall Width (feet)	Curb Length Per Car (feet)	Stall Depth (feet)
0°	8'	23'	8'
20°	8'	23'-6"	14'
30°	8'	16'	16'-6"
45°	8'	11'-4"	19'-2"
60°	8'	9'-4"	20'-6"
70°	8'	8'-6"	20'-10"
90°	8'	8'	19'

- M. Each application for a Certificate Of Zoning Compliance (CZC) submitted to the Town Clerk, as provided for in Article 6 General, Dimensional, Use And Structure Regulations, shall include a Parking Plan containing the following information:
  - 1. Location and dimensions of off-street parking and loading space(s), ;
  - 2. Location of storm drainage facilities and wheel stops or barriers, ;
  - 3. Distance between the parking/loading space(s) and the street or alley, ;
  - 4. Ingress and egress of the property.

5. Typical cross-section of pavement.

This information provided shall be in sufficient detail to enable the Zoning Code Administrator to determine whether or not the requirements of this ordinance are met. The CZC for the use of any building, structure, or property where off-street parking or loading space is required should be withheld by the Zoning Code Administrator until provisions of this Article are fully met. If at any time such compliance ceases, any CZC which shall have been issued for the use of the property shall immediately become void and of no effect.

Flex Space: In order to reduce the burden on property owners regarding the required Parking Plan as described in this article, the Zoning Code Administrator may consider non-residential properties (or a collection of non-residential properties) that function as a whole with multiple uses to qualify as a Flex Space property. Flex Space properties are designated solely for the purpose of this provision. The acceptance of a property or multiple properties being classified as Flex Space will be at the discretion of the Zoning Code Administrator. Properties that qualify as Flex Space shall provide one (1) space for every 150 square feet of gross floor area, or the property owner may submit a Parking Plan (with the required CZC application) that indicates the amount of square footage for each use listed in the Off-Street Parking Schedule and provide at least the minimum number of parking spaces that corresponds to those uses. Property owners or developers seeking to classify their property as Flex Space shall submit a request to the Town Clerk in the form of a letter that indicates the proposed amount of square footage for each use listed in the Off-Street Parking Schedule in order to approve that the proposed uses are indeed a mix of the uses listed in the Off-Street Parking Schedule. The Flex Space property must be built in accordance with the Parking Plan, but future changes of use will not be required to submit a revised Parking Plan with the required CZC application for the change of use; however, approval of the CZC application for the change of use will be at the discretion of the Zoning Code Administrator and depends on whether the change of use has the potential to create a parking space deficiency by significantly altering the original Flex Space plan.

N. Vehicle movement. All off-street parking areas shall be arranged so that ingress and egress is by the forward motion of the vehicle, with the exception of residential lots or units located in an R-10, R-15, MF, or MH zone where individual driveways are provided for each lot or unit.

**Section 11.1.2 Off-Street Parking Schedule**

A. Table 5.2 Off-Street Parking Schedule

Uses	Required Number Of Off-Street Parking Spaces
Auditorium, Stadium, or Theater	One (1) space for each five (5) seats
Churches	One (1) space for each four (4) seats in the

	congregation meeting area
Clinics, Medical	Four (4) spaces for each doctor plus (1) space for each employee
Community or Private Swimming Clubs	One (1) space for every 5 memberships
Day Care Center	One (1) space for each adult attendant and one (1) space for every six children or fraction thereof
Drive-in theater	One (1) space for every 1,500 square feet of gross floor area
Dwelling Unit having Home Beauty or Barber Shop	Two additional spaces
Educational Facilities, except as listed below	One (1) space for every 5 (five) students, or one (1) space for every 3 (three) seats in auditoriums and other places of assembly or facilities available to the public, whichever is greater
Elementary or Junior High Schools	Three (3) spaces for each room used for class instruction or administration offices
Flexible space	Refer to Section 11.1.1
Hospital, except animal hospitals	One (1) per each two (2) licensed beds intended for patient use, plus one (1) per each staff person, including medical and support staff based on the largest employee shift
Indoor Recreation	One (1) space for every 250 square feet of gross floor area
Industries	One (1) space for every one (1) employee during maximum employment, and one (1) space for every truck to be stored or stopped simultaneously
Institutions and Clubs	One (1) space for every five seats in principal assembly room
Motels, Tourist Homes, and Boarding Houses	One (1) space for every rental room
Movie theater, except drive-in	One (1) space for every four (4) seats
Offices	One (1) space for every 300 square feet of gross floor area
<u>Public Parks, Playgrounds, Play Fields, Community Centers, &amp; Outdoor Recreation</u>	<u>One (1) space for every 500 square feet of gross enclosed floor area, and one (1) space for every 3,000 square feet of outdoor use area</u>

Residence, Single Family	Two (2) spaces
Residence, Duplex	Four (4) spaces
Residence, Multi-Family	Two (2) spaces for each dwelling unit
Restaurants or Other Eating-Places	One (1) space for each four (4) seats
Retail Business	One (1) space for every 250 square feet of gross floor area; : one (1) space minimum
Wholesale establishments, warehouses, and other businesses not catering to retail space or package trade	One (1) space for every three employees during maximum employment, and one (1) for every truck to be stored or stopped simultaneously

- B. Special situations which are not covered by the Off-Street Parking Schedule shall be handled by the Zoning Code Administrator to make the final determination as to the number of spaces to be required, but shall in all cases give due consideration to the needs.
- C. Unless otherwise required within the following schedule, all employers shall provide one (1) space per one (1) employee for the largest shift. Any visitor and/or company vehicle parking shall not be counted to meet the requirements of this provision.
- D. General maximum allowable parking standards. The maximum allowable parking spaces shall be one hundred fifty percent (150%) of the minimum parking standard for such parking group. The maximum parking requirement will not be applicable to lots of twenty (20) spaces or less. Parking provided under the footprint of a building shall not count as additional parking above the maximum. Parking provided in stand-alone parking structures shall not count towards the maximum except those spaces on the ground level of the structure. An applicant may apply to the Zoning Code Administrator for up to twenty-five (25) percent of parking over the maximum, provided that the following conditions are met:
1. All parking in excess of essential site improvements shall comply with the provisions of this Article;
  2. The applicant requesting the additional parking shall submit information clearly showing the need for the additional number of parking spaces being proposed, including estimates of parking demand based on recommendations of the Institute of Traffic Engineers and/or other reliable data, and all such information shall document the source of data used to develop the recommendation; and
  3. The applicant demonstrates that no other parking alternatives exist, including shared parking opportunities with neighboring properties.
- E. Bicycle parking. With the exception of the provisions in Article 7 for Overlay Districts, all properties shall provide bicycle parking in accordance with the Bicycle Parking Schedule in this Article. Bicycle parking is not required for single family dwellings, townhouses, and

apartments of less than four (4) units per building. Where fewer than two (2) spaces are required, at least two (2) bicycle parking spaces or one rack must be provided.

1. Table 5.2 Bicycle Parking Schedule

Use Type	Required Number Of Bicycle Parking Spaces Per 100 Off-Street Parking Spaces
Multi-family (4 or more units per building only), office/business services, retail trade (except lodging), institutional/civic (non-assembly uses)	5
Lodging, wholesale/manufacturing/industrial, institutional/civic (assembly uses only)	2
Institutional/civic (Schools)	10

2. An “Inverted U” or other bicycle parking rack that supports the bicycle at two (2) points on the bicycle frame is the minimum standard for fulfillment of the bicycle parking standards. A single inverted U rack will count as two (2) bicycle parking spaces. Long term bicycle parking, such as bike lockers and locked rooms, may be provided for use by employees and students and may count toward fulfillment of one-half (0.5) of the bicycle parking requirements.
3. Bicycle racks shall be located no closer than three (3) feet from any wall.
4. Bicycle parking shall be placed along a major building approach line and clearly visible from the approach and no more than fifty (50) feet from building entrances or no further than the closest motor vehicle parking space, whichever is less.
5. Uses with several public entrances shall locate a portion of the required bicycle parking at each entrance.
6. The provided bicycle parking shall allow for bicyclists to secure their vehicle against theft.

F. Parking studies. Some uses have widely varying parking demand characteristics, making it impossible to specify a single off-street parking standard. A developer proposing to develop or expand such a use may be required to submit a parking study clearly showing the need for the number of off-street parking spaces proposed. The Zoning Code Administrator shall review this study and any other traffic engineering and planning data relevant to the establishment of an appropriate off-street parking standard for the proposed use. A parking study must include estimates of parking demand based on recommendations of the Institute of Traffic Engineers (ITE) and/or other reliable data collected from uses or combinations of uses that are the same as or comparable with the proposed use. Comparability will be determined by density, scale, bulk, area, type of activity, and location. The study must

document the source of data used to develop the recommendations. After reviewing the parking study, the Zoning Code Administrator shall establish the off-street parking standard for the proposed use.

## **SECTION 11.1 OFF-STREET LOADING**

- A. Location. All required loading spaces shall be located on the same lot and shall have the same zoning as the use it serves. No off-street loading space shall be located in a required front yard or within a triangular sight distance. Loading facilities shall be constructed so that all maneuvering will take place entirely within the property lines of the facility. Interior off-street loading spaces may be located inside the structure it serves provided that the other provisions of this Article, such as size and access, are met.
- B. Size. For uses handling goods in quantity, off-street loading spaces shall have a minimum width of twelve (12) feet and a minimum length of forty-five (45) feet, exclusive of aisles and maneuvering space. For uses not handling goods in quantity, off-street loading spaces shall have a minimum width of twelve (12) feet and a minimum length of twenty-five (25) feet, exclusive of aisles and maneuvering space. In all cases loading spaces shall have a minimum vertical clearance of fifteen (15) feet.
- C. Surfacing. All off-street loading spaces shall be paved with concrete or asphalt material.
- D. Repair and service. No motor vehicle repair work or service of any kind shall be permitted in conjunction with loading facilities, except emergency repair service necessary to relocate a vehicle to a normal repair facility.
- E. Utilization. Off-street loading space shall not be used to satisfy the space requirements for off-street parking facilities or portions thereof, nor vice versa.
- F. Similar use applicable. The Zoning Code Administrator shall apply the off-street loading requirements for the most similar use listed herein to an unspecified use.
- G. Access. Each off-street loading space shall be provided with unobstructed ingress and egress to a public or private street.
- H. Off-street loading requirements
  - 1. Uses handling goods in quantity. Uses which normally handle large quantities of goods including, but not limited to, industrial plants, wholesale establishments, storage warehouses, freight terminals, and hospitals or sanitariums, shall provide off-street loading facilities in the following amounts.

Table 5.4 Off-Street Loading Requirements For Uses Handling Goods In Quantity



<b>Gross Floor Area Of Establishment (in square feet)</b>	<b>Required Number Of Loading Spaces</b>
Less than 5,000	N/A
5,000 to 24,499	1
25,000 to 49,999	2
50,000 to 99,000	3
100,000	4
<b>Gross Floor Area Of Establishment (in square feet)</b>	<b>Required Number Of Loading Spaces</b>

For each additional one hundred thousand (100,000) square feet of gross floor area, at least one (1) additional loading space shall be provided.

2. Uses not handling goods in quantity. Uses which do not handle large quantities of goods including, but not limited to, office buildings, restaurants, auditoriums, convention halls, coliseums, exhibition halls, funeral homes, hotels and motels shall provide off-street loading facilities in the following amounts:

Table 5.5 Off-Street Loading Requirements For Uses Not Handling Goods In Quantity

<b>Gross Floor Area Of Establishment (in square feet)</b>	<b>Required Number Of Loading Spaces</b>
Less than 19,999	N/A
20,000 to 69,999	1
70,000 to 100,000	2

For each additional one hundred thousand (100,000) square feet of gross floor area, at least one (1) additional loading space shall be provided.

- I. Special situations which are not covered by this section shall be handled by the Zoning Code Administrator to make the final determination as to the number of spaces to be required, but shall in all cases give due consideration to the needs.

Landscaping requirements for off-street parking and off-street loading are set forth in the provisions of Article 10, Landscaping And Tree Protection and Article 7, Overlay Districts herein.

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