

**CHAPTER SEVENTEEN**

**PARKING AND LOADING REGULATIONS**

**ARTICLE I, PURPOSE AND APPLICABILITY:**

17-1.1 **Purpose and Intent.**

- (A) Establish requirements for minimum off-street parking and loading areas in proportion to the need created by each use;
- (B) To reduce congestion in the streets and to ensure that uses and functions of public rights-of-ways are not interrupted;
- (C) Establish certain maximum as well as minimum requirements for parking spaces to reduce development costs and ensure that excess impervious surfaces are not constructed, while providing for additional parking spaces additions when a demonstrated need exists;
- (D) To promote flexible approaches to the provision of off-street parking, including in some cases, as appropriate, use of on-street parking, shared parking arrangements, smaller spaces for compact cars, and unimproved overflow or spillover parking areas.
- (E) To encourage the provision of bicycle parking and park and ride facilities, where warranted.
- (F) To establish design and improvement specifications for the development of parking lots, access aisles, parking decks, and connections of parking lots and decks to public streets.
- (G) To ensure that parking areas will be compatible with abutting residential districts.

17-1.2 **Applicability.** This chapter shall apply to any new building constructed; for new uses or conversions of existing, conforming buildings; and for enlargements of existing structures. In addition, this chapter shall apply to any development providing five (5) or more off-street parking spaces. This chapter shall not be construed as to require additional parking spaces to be furnished for an existing building which is repaired, altered, maintained, or modernized, where no significant structural alterations are made and the size of the building is not increased; provided, however, that when the occupancy of any building is changed to another use, parking shall be provided to meet the requirements of this chapter for the new use.

**ARTICLE II, REQUIRED PARKING:**

17-2.1 **Required Minimum Number of Parking Spaces.** No existing facility used for off-street parking shall be reduced in capacity to less than the minimum required number of spaces, or altered in design or function to less than the minimum standards, unless specifically provided for in this chapter. Buildings, structures, and uses shall meet the following:

<b>TABLE 17.1</b>	
<b>MINIMUM NUMBER OF OFF-STREET PARKING SPACES REQUIRED</b>	
<b>Use</b>	<b>Parking Spaces Required</b> (Per Gross Floor Area Devoted to the Use, or Per Employee on Largest Shift, Except as Otherwise Specified)
<b>Commercial Uses</b>	
Art gallery	One per 400 square feet
Auto parts store	One per 400 square feet plus one per employee
Automobile service and repair	Two per service bay
Bank, credit union, savings and loan	One per 300 square feet (also see stacking requirements for drive-throughs)
Bed and breakfast inn	Two for the owner-operator plus one per guest bedroom
Billiard hall/amusement arcade	One per 200 square feet
Bowling alley	Two for each alley, plus one per each employee

Use	Parking Spaces Required (Per Gross Floor Area Devoted to the Use, or Per Employee on Largest Shift, Except as Otherwise Specified)
<b>Commercial Uses</b>	
Convenience store	One per 250 square feet plus one per employee
Dance hall or school	One space per 150 square feet
Funeral home or mortuary	One per four seats, plus one per two employees, plus one for each hearse, ambulance, or company vehicle
Furniture, carpet, appliance and home furnishing store	One per 1,000 square feet plus one per employee and one per delivery truck
Hardware store	One per 400 square feet plus one per employee
Health or fitness club	Ten plus one per each 250 square feet over 1000 square feet
Hotel, motel, or extended stay hotel or motel	One per guest room, plus one per employee, plus one per specified requirements for restaurants and meeting rooms as applicable
Kennel	One per 400 square feet, plus one per employee
Laundromat	One per each two washer/dryer combinations
Nursery or greenhouse	One per 1,000 square feet devoted to sales
Office – medical	One per 300 square feet
Office – professional	One per 300 square feet
Open air sales	One per 600 square feet of area devoted to open sales
Photographic studio	One per 400 square feet
Restaurant, bar, or tavern	One per 100 square feet
Retail store, not otherwise classified	One per 250 square feet
Salon	One and one-half per operator’s chair, plus one per employee
Self-service storage facility	One per facility manager, plus one per each forty storage units, with two spaces total minimum
Shopping center	Four and one-half spaces per 1000 square feet.
Theater, cinema	One per three fixed seats
Vehicle sales	One per employee, plus one per 150 square feet of repair space, plus one per 600 square feet of showroom
Veterinarian, animal hospital	Four per practitioner
<b>Industrial Uses</b>	
Manufacturing, processing, assembling	Two per three employees
Warehouse	One per two employees or one per 1,000 square feet, whichever is greater
Wholesale merchandise	One per 2,000 square feet
<b>Institutional Uses</b>	
Clubs/Lodges	One per four seats in room with greatest seating capacity
Day care center	One per employee, plus one per eight children, plus one space for each vehicle associated with facility
Government office	One per 300 square feet
Hospital	One per four beds, plus one per two employees
Library or museum	One per 300 square feet
Nursing home	One per three patient beds
Place of worship	One per four seats in room with greatest seating capacity
Post office	One per 200 square feet
School - elementary	One per employee plus 1 additional per 10 employees
School - middle	One per ten students or one per five seats in auditorium or main assembly area, whichever is greater

Use	<b>Parking Spaces Required</b> (Per Gross Floor Area Devoted to the Use, or Per Employee on Largest Shift, Except as Otherwise Specified)
<b>Institutional Uses</b>	
School - high	One per employee plus 1 per 10 students or 1 per 5 seats in auditorium or main assembly area, whichever is greater
<b>Residential Uses</b>	
Apartment, one bedroom	One per unit
Apartment, two bedroom	One and one-half per unit
Apartment, three bedroom	Two per unit
Home occupation	See Section 16-3.1 and 17-6.4 of this Code
Manufactured/Mobile home	Two per unit
Manufactured home park	See R-4 district provisions
Residence within building containing a non-residential use	One per unit
Single family detached or attached	Two per unit
Two family dwelling	Two per unit
<b>Recreational Uses</b>	
Amusement park	Per parking generation study funded by applicant and approved by the Director
Assembly hall or auditorium	One per four fixed seats, or one per 150 square feet of seating area, whichever is less
Basketball court	Five per court
Billiard hall	Two per table
Community center	One per 250 square feet
Country club	One per four hundred (400) square feet of gross floor area. Plus one and one-half per hole for golf course, two (2) per tennis court, and one (1) per one hundred (100) square feet of surface for swimming pools
Golf course	Three per hole
Golf driving range, principal use	One for every tee
Marina	One per two boat slips
Miniature golf	Two per hole
Shooting Range	One per firing point, plus one per employee
Skating rink	One per 250 square feet
Stadium or sport arena	One per twelve feet of bench seating
Swimming pool – subdivision amenity	One per 150 square feet of surface water area
Swimming pool – public	One per 100 square feet of surface water area
Tennis or racquet ball court	Two spaces per court

17-2.2 **Interpretations of Parking Requirements.**

- (A) Fractions. Where a fractional space results during the calculation of required parking, the required number of parking spaces shall be construed to be the next highest whole number.
- (B) Parking Space Requirement Not Specified. Where the parking requirement for a particular use is not described in this chapter, and where no similar use is listed, the director shall determine the number of spaces to be provided based on requirements for similar uses, location of the proposed use, the number of employees on the largest shift, and the expected demand and traffic generated by the proposed use.
- (C) Required Parking for Multiple Uses. When a building includes a combination of uses, the required number of parking spaces shall be the sum of the required parking for each use, when the multiple uses operate simultaneously. For non-simultaneous use, the parking requirements for the use requiring the greater number of parking spaces will govern.

17-2.3 **Reduction of Required Parking for Off-Site Arrangements.** Off-site parking may be used in combination to meet minimum parking space requirements; a reduction of required off-street parking spaces on a

given site may be permitted by the director in cases where additional off-street, off-site, parking area of sufficient quantity and in conformity with this chapter compensates for the reduction, subject to the following:

- (A) The property is under one ownership, or a valid agreement exists between the two property owners for use of the parking area;
- (B) Off-site parking shall not exceed fifty (50) percent of the required parking for a building or buildings.
- (C) Off-site parking shall be located within eight hundred (800) feet of the building or buildings in which it is leased to serve.
- (D) Lease agreements, as applicable, must be of sufficient duration to serve the use or uses proposed to be partially served by the off-site leased parking.
- (E) Safe and convenient pedestrian access, such as a sidewalk or path, must exist or be provided from the structure or use to the off-site parking lot.

17-2.4 **Reduction of Required Parking for Mixed or Joint Use of Parking Spaces.** The director may authorize a reduction in the total number of required off-street parking spaces for two or more uses jointly providing parking facilities when their respective hours of need of maximum parking do not normally overlap, provided that the developer submits sufficient data to demonstrate that the hours of maximum demand for parking at the respective uses do not normally overlap.

17-2.5 **Reduction of Required Parking for Alternative Transportation Arrangements.** The director may in individual cases administratively authorize a reduction in the minimum number of parking spaces for projects that are directly served by public transit and for projects that provide bicycle parking, provided that it can be shown that such available alternative travel modes will reduce the overall need for parking on the site proportional to the requested reduction in parking spaces.

17-2.6 **Reduction of Required Parking When On-Street Parking is Permitted.** The director may in individual cases administratively authorize a reduction in the minimum number of parking spaces for projects that are directly served by on-street parking approved by the Director of Engineering.

17-2.7 **Parking Maximums.** To avoid excessive surpluses which increase development costs and impervious surfaces, parking shall not be provided in quantities greater than twenty five (25) percent above the required minimum; provided, however, the following:

- (A) The director may allow parking at a rate in excess of twenty five (25) percent above the required number of spaces, on a case-by-case basis based upon the scale and impacts of the request, for good cause shown. The applicant shall make said request in writing which shall include documentation from an acceptable industry publication (e.g., Institute of Transportation Engineers, Urban Land Institute, American Planning Association, etc.) or by a study prepared by a traffic engineering firm that documents parking requirements.
- (B) The director may allow a land area for parking that exceeds twenty five (25) percent above the required number of spaces to be designed and reserved for future parking use. In such a case, said reserved parking area shall not be developed except by written permission from the Director, upon demonstration by the applicant that existing parking spaces are occupied at a rate of ninety (90) percent or higher for twenty five (25) percent or more of the regular business hours in which the business or use operates during a non-holiday week.

17-2.8 **Parking Space and Isle Specifications.**

- (A) **Space Size.** An off-street parking space shall be a minimum of nine (9) feet in width and eighteen (18) feet in length.
- (B) **Compact Parking.** Compact auto parking spaces, shall be not less than eight (8) feet wide by seventeen (17) feet long and may be used in commercial parking uses when more than twenty (20) parking spaces are required, provided the area is clearly marked and not more than twenty (20) percent of the entire parking area is designated compact auto parking.
- (C) **Ninety Degree Angled Parking.** For a single row of ninety (90) degree head-in parking, the minimum depth for a parking space plus the width of the aisle shall be forty-two (42) feet. For two (2) rows of ninety (90) degree head-in parking using the same aisle, the minimum depth for parking spaces plus the width of the aisle shall be sixty (60) feet.
- (D) **Forty Five Degree Angled Parking.** For a single row of forty-five (45) degree head-in parking the minimum width of parking space plus aisle shall be thirty-one (31) feet. For two (2) rows of forty-five (45) degree head-in parking using the same aisle, the minimum width for parking space plus aisle shall be fifty (50) feet.
- (E) **Thirty Degree Angled Parking.** For a single row of thirty (30) degree head-in parking the minimum width for a parking space plus aisle shall be twenty-nine (29) feet. For two (2) rows of thirty (30) degree

- head-in parking using the same aisle, the minimum width for parking spaces plus aisle shall be forty-five (45) feet.
- (F) **Parallel Parking**. A single row of parking spaces may be provided parallel to an aisle, provided they are at least twenty-two (22) feet in length and eight (8) feet in width.
  - (G) **Driveway Direction**. Driveways less than twenty (20) feet in width, if provided, shall be marked and limited to traffic flow in one (1) direction only.

### **ARTICLE III, LOADING AREAS:**

17-3.1 **Loading Areas Required for Specified Uses**. On the same lot with every building, structure or part thereof, erected or occupied for manufacturing storage, warehouse, truck freight terminal, department store, wholesale store, market, hotel, motel, or extended stay hotel or motel, hospital, mortuary, dry cleaning plant, retail business or other uses similarly involving the receipt or distribution of vehicles, materials or merchandise, there shall be provided and maintained adequate space for the standing, loading and unloading of such materials to avoid undue interference with public use of streets and alleys.

17-3.2 **Loading Area Specifications**. Unless otherwise approved by the director, loading spaces shall be a minimum of fourteen (14) feet wide, sixty (60) feet long, with fourteen (14) feet of height clearance. Said loading area shall be located to the rear of the building unless site design precludes a rear location, in which case loading shall be to the side of a building.

17-3.3 **Minimum Number of Off-Street Loading Spaces Required**. One off -street loading space shall be provided for the first 10,000 square feet of gross floor area or fractional part thereof for light industrial use and one off-street loading space for the first 5,000 square feet of gross floor area or fractional part thereof for retail or other non-industrial use for which a loading space is required. One additional space shall be required for each additional 25,000 square feet of gross floor area or fractional part thereof for light industrial use and for each additional 10,000 square feet of gross floor area or fractional part thereof for retail or other non-industrial use.

### **ARTICLE IV, GENERAL PARKING AND LOADING AREA SPECIFICATIONS:**

17-4.1 **Location of Parking and Loading Areas**. All off-street parking and off-street loading spaces shall be located on the same lot as the structure or use, except as otherwise specifically permitted by this Chapter.

- (A) Interference with Right-of-Ways Prohibited. Parking space and loading area arrangements that require vehicles to back out into the public road right-of-way are prohibited except in village activity centers where speeds are low and the arrangement is approved by the Director of Engineering. Entrances to off-street parking for single family detached dwellings and manufactured homes onto a local street shall be exempt from this requirement.
- (B) Connections. The director may require that parking areas and loading zones connect to other parcels.

17-4.2 **Accessory Uses of Parking Lots and Loading Areas**. Parking facilities and loading areas shall be operated and maintained in accordance with the following:

- (A) Parking and loading areas shall not be used for the sale, storage, repair or dismantling of any equipment, materials or supplies, except that upon application the Planning Director may approve temporary structures and uses such as tent sales.
- (B) Parking and loading areas shall not be used to store vehicles for sale, except in cases where the property owner owns the vehicle(s), provided auto sales is a permitted use in the district in which the property is located. This provision shall not apply to the placing of a "For Sale" sign on or in one licensed vehicle, boat, or other vehicle at the same time located in a private residential driveway or front yard and which licensed vehicle, boat, or other vehicle is owned by an occupant of said private residence.
- (C) An attendant's shelter building which does not contain more than 50 square feet of gross floor area and which is set a distance of not less than 20 feet from any boundary of the parking lot may be permitted.

### **ARTICLE V, PARKING AND LOADING AREA IMPROVEMENT REQUIREMENTS:**

17-5.1 **Access**. All parking shall have access to a public street. All loading areas shall have access to a public street or alley.

17-5.2 **Drainage**. Parking and loading areas shall be properly graded for drainage, and they shall be drained so as to prevent damage to abutting properties or public streets. Curbing shall be installed as required by the Director of Engineering when considered necessary for drainage.

17-5.3 **Surfacing.** Parking and loading areas shall be surfaced with concrete, asphaltic concrete, asphalt, pavers, or other dust-free surface; provided, however, that porous pavement parking spaces may be substituted for standard dust free pavements subject to the approval of the Director of Engineering according to standards that may be adopted by the Director of Engineering. The Board of Commissioners, however, may grant a variance for standard dust free pavements if (a) the applicant is a non-profit and tax-exempt organization, (b) the parking area under consideration is only for parking that is more than the required minimum as identified by this Code, or (c) the average daily traffic (ADT) associated with the use located on the property is less than 200 vehicles per day as determined by a traffic study. The variance shall be requested by variance application meeting the requirements of section 8-6.3 and in accordance with procedures in section 8-6.4. If a variance is granted, the dust-free pavement parking area shall not exceed a four percent (4%) grade. The Director may approve a gravel parking lot if (i) the lot is to be used for the storage of vehicles or heavy equipment; or (ii) all or a portion of the lot will provide parking for agritourism (Section 15-4.1) and/or special event (Section 15-3.2) uses and the Board of Commissioners authorizes a gravel parking lot for such use. In the event only a portion of a lot would be used for agritourism or special event uses, gravel shall only be authorized for those portions that are used for agritourism or special event use. Notwithstanding the requirements of this section, excess parking for large scale retail establishments shall comply with 12-11.5(F)(4). The provision of this section shall not prevent the use of pervious parking as provided in 21-6.5(D)(3). For purposes of 17-5.3(a-c and ii), all required accessible parking spaces shall be surfaced and shall comply with all requirements of the State of Georgia, including, but not limited to location, dimensions, and identification of accessible spaces.

17-5.4 **Striping.** All parking and loading spaces must be striped with paint lines, lined with curbstones, or otherwise permanently marked to designate the space.

17-5.5 **Lighting.** Adequate lighting shall be provided if the facilities are to be used at night or if necessary for security purposes. See Chapter 16 for lighting requirements.

17-5.6 **Signs.** Signs essential to the proper functioning of the parking lot and loading areas shall be installed. Such signs shall not be illuminated, shall not exceed four feet in area, or nine feet in height.

17-5.7 **Landscaping.** For all parking lots, a ten (10) feet wide strip of land along the entire front perimeter of the site, located between the front property line and any vehicular use area, shall be landscaped. Any appropriately located landscaped or buffered areas, required by this Code, or other codes, can be counted toward this requirement,

- (A) Any parking area exceeding twenty (25) spaces shall provide a minimum of twelve and one half percent (12.5%) of the total parking area as landscaped islands. Landscape strips along the perimeter of a parking area shall not count toward meeting this requirement.
- (B) Each landscape area shall contain turf grasses, shrubs, trees, or other landscape material in any combination, but must consist of at least three plant types. Interior planting areas shall be located to most effectively relieve the monotony of large expanses of paving and contribute to orderly circulation of vehicular and pedestrian traffic. In order to achieve these objectives, trees shall be provided adjacent to and within the interior portion of parking areas in a ratio of one (1) tree for every ten (10) parking spaces. In addition, every parking space shall be within fifty (50) feet of the trunk of a tree.
- (C) Landscape strips for parking lots along the right-of-way of any road classified as a Minor Arterial or greater shall feature a three (3) foot high evergreen hedge and/or a three (3) foot high vegetated berm. Applicants may opt to provide an additional five (5) feet to the landscape strip [for a total of fifteen (15) feet] in lieu of the aforementioned features.

**ARTICLE VI, SPECIAL PARKING REQUIREMENTS:**

17-6.1 **Accessible Parking Spaces.**

**Number Required.** The required number of accessible parking spaces shall be as provided in Table 17.2 below. Accessible parking spaces shall be included in the total number of required spaces and not in addition to the minimum parking requirements. Accessible parking spaces shall comply with all requirements of the State of Georgia, including, but not limited to location, dimensions, and identification of accessible spaces.

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

17-6.2 **Stacking Spaces and Lanes for Drive-Throughs.** Stacking spaces shall be provided for any drive-through or establishment having drop-off and pick-up areas. Three (3) stacking spaces for each drive-through window or communication/mechanical device shall be provided beginning at the first window or device encountered by the vehicle user. The following general standards shall apply to all stacking spaces, stacking lanes, and drive-throughs:

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

17-6.3 **Semi-Tractor Trailer Parking.** For those uses which cater to the parking of semi-tractor trailers, designated off-street parking spaces shall be required in proportion to the use as determined by the director. All parking spaces designated for semi-tractor trailer parking shall be at least fourteen (14) feet in width and sixty (60) feet in length.

17-6.4 **Commercial Vehicles in Agricultural Zoning Districts.** One commercial vehicle and attached licensed and tagged trailer per acre, with a maximum of two, shall be allowed to be parked in connection with a residential dwelling unit in the Agricultural zoning districts if owned by the occupants of the dwelling unit or owned by a firm, corporation or entity for which a dwelling unit occupant is employed provided they meet the conditions listed herein. Nothing in this Section shall be deemed to supersede the non-conforming uses provisions in Chapter 10 of this Code.

- (A) Commercial vehicle. A commercial vehicle means any self-propelled licensed motor vehicle used on a highway in commerce to transport passengers or property and has a gross vehicle weight rating or gross combination weight rating of 26,000 or more pounds.
- (B) Minimum lot area. The parcel must be a minimum of one acre in size and zoned Agricultural (A1) or Agricultural-Residential (AG-RES).
- (C) Parking area surface. Unless the vehicle and attached trailer are otherwise parked or stored in an enclosed structure, the parking of one commercial vehicle including attached trailer, shall be limited to a stabilized surface made of concrete, crushed stone, gravel, asphalt, or pavers designated for the commercial vehicle and attached trailer, if applicable.
- (D) Vehicle parking location. No portion of a front yard may be used to park a commercial vehicle that is not a part of the driveway or parking area. If a designated parking area cannot be provided then the commercial vehicle and attached trailer, if applicable, must be located in the rear yard.

- (E) Setbacks. The commercial vehicle and attached trailer parking area must be setback a minimum of twenty-five (25) feet from any property line.
- (F) Exemptions. The provisions of this code shall not be construed to apply to:
  - 1. Vehicles owned by persons or business firms at the site for temporary business purposes, delivery, service or repair.
  - 2. Any vehicle involved in ongoing bona fide agricultural operations.
  - 3. Any vehicle owned by government or public utility such as electric, telephone, gas or cable television that is being used for service or repair on permitted construction projects.
  - 4. Any vehicle temporarily parked on the property for construction purposes where construction is underway and for which a current building permit or land disturbance permit has been issued by Forsyth County.
  - 5. Vehicles such as pickup trucks, vans or landscape trailers with two axles not meeting the definition of commercial vehicle.

17-6.5 **Construction Related Parking.** Notwithstanding any other parking restrictions contained in this Code, the restrictions of this section shall take precedence during the site development process. It is the responsibility of the LDP or commercial building permit holder to manage construction related parking in such a manner as to avoid unnecessary inconvenience to the public and to the neighboring properties. All construction related parking with respect to LDPs and commercial building permits shall be located on the site where the construction is to take place and no vehicles shall be parked on the right-of-way or any neighboring property. All construction plans submitted at the time of LDP application shall include a designated parking area for construction vehicles indicated on the plan. If relocation of this designated parking area is anticipated to be necessary during the site development process, each location of this phased parking shall be indicated. Failure to comply with this code section shall be considered a permit violation.

#### **ARTICLE VII, PLANS:**

No permit shall be issued for any parking facility until the plans and specifications, including required entrances, exits, and aisles, landscaping, screening, surface materials and drainage, have been submitted for review and are in compliance with this code. Plans and specifications shall include proper drainage and retention, surface materials, curbing and screening as required, all parking areas clearly marked and dimensioned, with handicapped and loading or other special (i.e., compact, porous material) spaces designated. Before any building permit is issued, the parking lot layout must be found by the director to be in compliance with all requirements of this chapter.