

Chapter 19.09. Off-Street Parking Requirements.

Sections:

- [19.09.01. Purpose.](#)
- [19.09.02. Required Parking.](#)
- [19.09.03. General Provisions.](#)
- [19.09.04. Submittal and Approval of Parking Areas.](#)
- [19.09.05. Parking Requirements and Shared Parking.](#)
- [19.09.06. Dimensions for Parking Stalls.](#)
- [19.09.07. Accessible Parking.](#)
- [19.09.08. Landscaping in Parking Areas.](#)
- [19.09.09. Pedestrian Walkways and Accesses.](#)
- [19.09.10. Required Minimum Parking.](#)
- [19.09.11. Drive-thru Requirements](#)

19.09.01. Purpose.

The purpose of this Chapter is to reduce congestion and traffic hazards on public rights-of-way by requiring adequate, functional, and effective use of off-street parking areas. This chapter also establishes minimum landscaping requirements in order to: reduce adverse impacts of headlight glare and lighting within the parking area; improve circulation within parking areas by channeling vehicles and pedestrians; provide climatic relief from broad expanses of pavement; and improve the appearance of the site and surrounding neighborhood.

(Ord. 12-3, Ord. 11-9)

19.09.02. Required Parking.

Off-street parking shall be provided according to standards noted in this Chapter for all newly constructed buildings, and additional parking shall be provided for any structure or use that is legally expanded.

(Ord. 13-16, Ord. 12-9, Ord. 11-9)

19.09.03. General Provisions.

1. **Materials for Parking Areas.** Parking areas shall consist of concrete, asphalt, or other impervious materials approved in the City's adopted construction standards.
2. **Maintenance of Parking Areas.** Pavement, striping, landscaping, and lighting are required to be maintained in all parking areas. During times of snowfall, parking areas shall be cleared of snow as soon as practical.
3. **Parking Area Access.**
 - a. Common access. Parking areas for one or more structures may have a common access so long as the requirements of all City ordinances, regulations, and standards are met. The determination of the locations for a common access shall be based

upon the geometry, road alignment, and traffic volumes of the accessed road per the Standard Technical Specifications and Drawings.

- b. Sidewalk crossing. All non-residential structures are required to provide parking areas where automobiles will not back across a sidewalk to gain access onto a public or private street.
 - c. Cross access. Adjacent non-residential development shall stub for cross-access. Developers must provide the City with documentation of cross-access easements with adjacent development.
4. **Lighting in Parking Areas.** Parking areas shall have adequate lighting to ensure the safe circulation of automobiles and pedestrians. Lighting shall be shielded and directed downward to prevent nuisances to adjacent properties or uses.
5. **Location of Parking Areas.** Required off-street parking areas for non-residential uses shall be placed within 600 feet of the main entrance to the building. Unenclosed parking for residential areas shall not be provided in rear yards, unless said yard abuts an alley-type access or is fenced with privacy fencing.
6. **Storm Water Runoff.** All parking areas other than single-family dwellings shall be reviewed and approved by the City Engineer for adequate drainage of storm water runoff.
7. **Curb Cuts and Shared Parking.** In most cases, shared parking areas shall share ingress and egress. This requirement may be waived when the City Engineer believes that shared accesses are not feasible. In reviewing the site plans for the shared parking areas, the City Engineer shall evaluate the need for limited access, appropriate number of curb cuts, shared driveways, or other facilities that will result in a safer, more efficient parking and circulation pattern.

(Ord. 17-14, Ord. 17-08, Ord. 14-13, Ord. 13-16, Ord. 12-9, Ord. 11-9)

19.09.04. Submittal and Approval of Parking Areas.

1. Plans depicting the parking areas for newly constructed buildings and expanded structures or uses shall be submitted:
 - a. in conjunction with a Site Plan for all non-residential and multi-family residential developments; or
 - b. in conjunction with a preliminary plat application for residential and multi-family residential developments, or
 - c. in conjunction with a building permit application for all single-family homes.
2. Parking plans shall show the following: the required number of stalls and aisles scaled to the correct dimensions; the correct number of ADA accessible parking spaces; storm water drainage capabilities; lighting; landscaping and irrigation; and pedestrian walkways.

(Ord. 14-13, Ord. 13-16, Ord. 12-9, Ord. 11-9))

19.09.05. Parking Requirements and Shared Parking

This Section describes criteria to be used in assessing required parking. The following criteria shall be used in conjunction with the table found in Section 19.09.10, Required Minimum Parking, when determining required parking for any project:

1. Available on-street parking shall not be counted towards meeting the required parking stalls.
2. When a parking requirement is based upon square footage, the assessed parking shall be based upon gross square footage of the building or use unless otherwise specified in the requirement.
3. When parking requirements are based upon the number of employees, parking calculations shall use the largest number of employees who work at any one shift. Where shift changes may cause substantial overcrowding of parking facilities, additional stalls may be required.
4. When a development contains multiple uses, more than one parking requirement may be applied.
5. Tandem parking spaces will not be counted as parking spaces for non-residential uses except for stacking spaces where identified.
6. Any fraction obtained when calculating the parking requirement shall be rounded up to the next whole number to determine the required number of parking stalls.
7. Where no comparative land use standard for parking is found in Section 19.09.10, Required Minimum Parking, the Land Use Authority for the related development shall determine an appropriate requirement using the following criteria:
 - a. the intensity of the proposed use;
 - b. times of operation and use;
 - c. whether the hours or days of operation are staggered thereby reducing the need for the full amount of required parking;
 - d. whether there is shared parking agreement in accordance with Section 19.09.05.10 below—if there is a shared parking agreement, a reduction may not be granted;
 - e. the number of employees;
 - f. the number of customers and patrons;
 - g. trip generation; and
 - h. peak demands.
8. Any information provided by the developer relative to trip generation, hours of operation, shared parking, peak demands, or other information relative to parking shall be considered when evaluating parking needs.
9. Parking Deviations. Parking requirements may deviate from the standards contained in Section 19.09.10, Required Minimum Parking, when the Land Use Authority determines that the deviation meets the intent of this Chapter. Reductions may not exceed 25% of the parking requirements and shall be based on the following criteria:
 - a. the intensity of the proposed use;
 - b. times of operation and use;
 - c. whether the hours or days of operation are staggered thereby reducing the need for the full amount of required parking;

- d. whether there is shared parking agreement in accordance with Section 19.09.05.10 below;
- e. trip generation; and
- f. peak demands.

10. Shared Parking. Up to twenty-five percent of the required parking may be shared with an adjacent use upon approval by the Land Use Authority. The developer must provide:
- a. an agreement granting shared parking or mutual access to the entire parking lot; and
 - b. peak demand data by a professional traffic engineer showing that shared parking will accommodate the uses.

(Ord. 17-14, Ord 17-08, Ord. 15-13, Ord. 14-13, Ord. 13-16, Ord. 12-9, Ord. 11-9))

19.09.06. Dimensions for Parking Stalls.

The standards in this Section shall apply to all parking areas unless otherwise noted. The dimensions of parking stalls and aisles contained within the parking areas shall be dependent upon the orientation of stalls.

Dimensions for Parking Stalls and Aisle

Parking Angle	Stall Width	Stall Length	Aisle Width (two-way traffic)	Aisle Width (one-way traffic)
Parallel	9'	20'	N/A	12'
45	9'	18'	25'	14'
60	9'	18'	25'	18'
90	9'	18'	24'	24'

(Ord 16-17, Ord. 14-13, Ord. 13-16, Ord. 12-9, Ord. 11-9)

19.09.07. Accessible Parking.

Accessible parking spaces shall be provided in off-street parking areas and shall count towards fulfilling the minimum requirements for automobile parking. The City of Saratoga Springs hereby adopts by this reference the American National Standards Institute (“ANSI”) A117.1, as currently amended, and the International Building Code (“IBC”), as currently amended, as the City’s regulations pertaining to accessible parking. Every development, use, permit, application, plan, and drawing shall comply with the ANSI A117.1 and IBC regulations with regard to location, number, size, dimension, type, marking, surface, clearance, identification, and all other particulars whatsoever. In the event of a conflict, the more restrictive provision shall apply and take precedence.

(Ord. 12-9, Ord. 12-3, Ord. 11-9)

19.09.08. Landscaping in Parking Areas.

In addition to the planting standards in Chapter 19.06, the following requirements shall apply to all landscaping of off-street parking areas:

1. **Parking Areas Adjacent to Public Streets.** All parking areas (not including a driveway for an individual dwelling) for non-residential or multi-family residential uses that are adjacent to public streets shall have landscaped strips of not less than ten feet in width placed between the sidewalk and the parking areas, containing a berm, hedge, or screen wall with a minimum height of three feet to minimize intrusion of lighting from headlights and other lighting on surrounding property. Trees, both deciduous and evergreen, shall be placed in the strip with spacing of no more than thirty feet between trees except in the clear sight triangle, and except where located beneath powerlines. The standards of section 19.06.06, Planting Standards and Design Requirements, shall apply for the minimum size of vegetation. Within regional parks this requirement may be met through the use of intermittent planter beds rather than a berm, hedge, or screen wall; trees or shrubs may be clustered in the planter beds where necessary to shield light spillage.
2. **Curbs.** All landscaped areas abutting any paved surface shall be curbed (not including a driveway for an individual dwelling). Boundary landscaping around the perimeter of the parking areas shall be separated by a concrete curb six inches higher than the parking surface.
3. **Clear Sight.** See 19.06.11, Clear Sight Triangles.
4. **Components of Landscaped Areas.** All landscaped parking areas shall consist of trees, shrubs, and groundcover. Areas not occupied by structures, hard surfaces, vehicular driveways, or pedestrian walkways shall be landscaped and maintained. All landscaped areas shall have an irrigation system.
5. **Required Parking Islands.**
 - a. **Islands on Doubled Rows of Parking.** On doubled rows of parking stalls, there shall be one 36-foot by 9-foot landscaped island on each end of the parking rows, plus one 36-foot by 9-foot landscaped island to be placed at a minimum of every twenty parking stalls. Each island on doubled parking rows shall include a minimum of two trees per planter. See 19.06.06, Planting Standards and Design Requirements, for the minimum size of vegetation.
 - b. **Islands on Single Rows of Parking.** On single rows of parking or where parking abuts a sidewalk, there shall be one 18-foot by 9-foot landscaped island a minimum of every ten stalls. Islands on a single parking row shall have a minimum of one tree per island. See 19.06.06, Planting Standards and Design Requirements, for the minimum size of vegetation.
 - i. Exception: landscaped islands are not required in single rows of parking that abut or are no farther than 6 feet from a landscaped area containing an equal or greater number of trees as would have been provided in islands, in addition to trees required for the landscaped area. Such trees shall be located within 9 feet of the edge of parking area, and shall have a canopy width that, at maturity, will extend into the parking area.
 - c. Landscaped islands at the ends of parking rows shall be placed and shaped in such a manner as to help direct traffic through the parking area.

6. **Completion of Landscaping.** All landscaping improvements shall be completed in accordance with the approved Site Plan, subdivision plat, landscape plan, irrigation plan, or other approval and shall be bonded for in accordance with Section 19.12.05.

(Ord. 20-35, Ord. 17-26, Ord. 17-14, Ord. 17-08, Ord. 16-09, Ord. 16-01, Ord. 14-23-1, Ord. 14-13, Ord. 13-16, Ord. 12-9, Ord. 11-9)

19.09.09. Pedestrian Walkways and Accesses.

Parking lots larger than 75,000 square feet shall provide raised or delineated pedestrian walkways. Walkways shall be a minimum of ten feet wide and shall be placed through the center of the parking area and extend to the entrance of the building. Landscaped islands along the center walkway shall be placed at a minimum interval of every thirty feet. Landscaped islands are encouraged to be offset from one another to create a feeling of greater coverage. Pedestrian covered walkways may be substituted for tree-lined walkways. Where the developer desires to have a driveway access at the center of the parking area, a pedestrian access shall be placed on either side of the driveway.

(Ord. 12-9, Ord. 11-9)

19.09.10. Required Minimum Parking.

The table below indicates the minimum requirement for each use; unless otherwise identified, in no case may the minimums be exceeded by more than 25%.

Use	Parking Requirement
Agriculture	To be determined by the Land Use Authority (See 19.09.05.7)
Alcoholic Beverage, State Liquor Store	4 stalls per 1000 sq. ft.
Animal Hospital, Large/Large Veterinary Office	4 stalls per 1000 sq. ft.
Animal Hospital, small / Small Veterinary Office	4 stalls per 1000 sq. ft.
Arts and Crafts Sales	4 stalls per 1000 sq. ft.
Automobile Refueling Station	1 stall per 100 sq. ft.
Automobile Rental & Leasing Agency	4 stalls per 1000 sq. ft. of office space.
Automobile Repair, Major	3 stalls for every bay plus 1 stall per person employed on highest employee shift.
Automobile Repair, Minor	2 stalls for every bay plus 1 stall per person employed on highest employee shift.
Automobile Sales	1 stall per person employed on highest employee shift plus 1 stall for every 15 items on display.

Use	Parking Requirement
Automobile, Boat, All-Terrain Vehicle (ATV), Motorcycle, Recreation Vehicle, Sales & Service	1 stall per person employed on highest employee shift, plus 1 stall per bay, plus 1 stall for every 15 items on display.
Bakery, Commercial	1.5 stalls per person employed on highest employee shift.
Bakery, Retail	4 stalls per 1000 sq. ft.
Bed and Breakfast	2 stalls per bedroom
Bookstore	4 stalls per 1000 sq. ft.
Building Material Sales (with outdoor storage)	4 stalls per 1000 sq. ft.
Building Material Sales (without outdoor storage)	4 stalls per 1000 sq. ft.
Bus Lot	2 stalls per 1000 sq. ft. of any office, plus 1 stall per employee originating from that location.
Car Wash (full service)	3 stacking stalls per bay including stall inside bay, plus 1 parking stall per bay, plus 1 stall per person employed on highest employee shift.
Car Wash (self service)	2 parking stalls, plus 2 stacking stalls per bay including stall inside bay, plus 1 post-stacking space per bay.
Cemetery	To be determined by the Land Use Authority (See 19.09.05.7)
Child care center	1 stall per staff member / volunteer present on highest shift, plus 1 stall per 5 students present at one time.
Church	1 stall per 3 seats. **
Commercial and industrial laundries	1.5 stalls per person employed on highest employee shift.
Commercial Recreation	1 stall per 100 sq. ft.
Commuter/Light Rail Station	To be determined by the Land Use Authority (See 19.09.05.7)
Contractor Construction Services Establishments	4 stalls per 1000 sq. ft.
Convenience Store	5 stalls per 1000 sq. ft.
Convenience Store/Fast Food Combination	Based on sq. ft. of each separate use.
Copy Center	4 stalls per 1000 sq. ft.
Crematory/Embalming Facility	1.5 stalls per person employed on highest employee shift. **
Dairy Farm	To be determined by the Land Use Authority (See 19.09.05.7)

Use	Parking Requirement
Distribution Center	Office and retail areas: 4 stalls per 1,000 sq. ft. Warehouse area: 1 stall per 1,000 sq. ft.
Drive-thru**	Bank or financial institution (including ATMs): minimum of 3 stacking spaces per lane Food or beverage establishment: minimum of 5 stacking spaces
Dry Cleaners	2 stalls per 1000 sq. ft., plus 1 stall per employee on highest employee shift.
Dwelling, above commercial	1 stall per bedroom or 2 stalls per unit, one of which must be covered*, whichever is lower, plus 0.25 guest stalls per unit.
Dwelling, Multi-Family*	1 stall per bedroom or 2 stalls per unit, whichever is lower, one of which must be enclosed, plus 0.25 guest stalls per unit. **
Dwelling, Single Family	2 stalls per dwelling enclosed in garages. Driveways are to be 20' in length. **
Dwelling, Three-Family	1 stall per bedroom or 2 stalls per unit, whichever is lower, one of which must be enclosed, plus 0.25 guest stalls per unit. **
Dwelling, Two-Family	1 stall per bedroom or 2 stalls per unit, whichever is lower, one of which must be enclosed, plus 0.25 guest stalls per unit. **
Educational Center	4 stalls per 1000 sq. ft.
Electronic Media Rental and Sales	4 stalls per 1000 sq. ft.
Electronic Sales and Repair	4 stalls per 1000 sq. ft.
Equestrian Center	To be determined by the Land Use Authority (See 19.09.05.7)
Equipment Sales & Services (with indoor storage)	4 stalls per 1000 sq. ft.
Equipment Sales & Services (with outdoor storage)	4 stalls per 1000 sq. ft.
Exhibition Center	To be determined by the Land Use Authority (see 19.09.05.7)
Financial Institution	2 stalls per 1000 sq. ft. **
Fitness Center (5,000 sq. ft. or less)	5 stalls per 1000 sq. ft.
Fitness Center (5001 sq. ft. or larger)	5 stalls per 1000 sq. ft.
Floral Sales	4 stalls per 1000 sq. ft.
Fueling Station	Stalls at the pump will meet the requirement.
Fueling Station, Cardlock Facility	Stalls at the pump will meet the requirement.
Funeral Home	1 stall per 3 seats.

Use	Parking Requirement
Golf Course	3 stalls per hole, plus 1 stall per driving range station, plus 1 stall per employee employed on highest shift. Parking for any reception center, restaurant, or other ancillary use to be calculated separately based on the requirement for that use.
Grocery Store	4 stalls per 1000 sq. ft.
Hardware and Home Improvement Retail	4 stalls per 1000 sq. ft.
Home Occupations	Same as for the dwelling, plus 1 stall per each employee that lives outside the home.
Hospitals	To be determined by the Land Use Authority (See 19.09.05.7)
Hotels	1 stall per bedroom, plus 1 stall per employee at the highest staffing level. If hotel contains a restaurant, restaurant parking shall be calculated separately based on the restaurant square footage.
Ice Cream Parlor	4 stalls per 1000 sq. ft.
Impound Yard	1.5 stalls per person employed on highest employee shift. **
Kennel, Commercial	4 stalls per 1000 sq. ft.
Laundromat	5 stalls per 1000 sq. ft.
Library	To be determined by the Land Use Authority (See 19.09.05.7)
Light Manufacturing	1.5 stalls per person employed on highest employee shift.
Livestock Auction Yard	To be determined by the Land Use Authority (See 19.09.05.7)
Marina	To be determined by the Land Use Authority (See 19.09.05.7)
Mixed Use, Commercial, Office & Residential Use	Residential: see Dwelling requirements. Nonresidential: Based on the sq. ft. of each individual use.
Non-Depository Institutions	5 stalls per 1000 sq. ft.
Office, High-Intensity	6 stalls per 1000 sq. ft. **
Office, Medical and Health Care	5 stalls per 1000 sq. ft. **
Office, Professional	4 stalls per 1000 sq. ft.
Office, Warehouse/Flex	Office and retail areas: 4 stalls per 1,000 sq. ft. Warehouse area: 1 stall per 1,000 sq. ft.
Parks, playgrounds, or community recreation - Private	To be determined by the Land Use Authority (See 19.09.05.7)
Parks, playgrounds, Recreation areas, or Other Park Improvements - Public	To be determined by the Land Use Authority (See 19.09.05.7)

Use	Parking Requirement
Pawn Shop	4 stalls per 1000 sq. ft.
Personal Service Establishment	4 stalls per 1000 sq. ft.
Plant & Tree Nursery	To be determined by the Land Use Authority (See 19.09.05.7)
Postal Center	5 stalls per 1000 sq. ft.
Preschool	1 stall per staff member / volunteer present on highest shift, plus 1 stall per 5 students present at one time. **
Printing, lithography, and publishing establishments	4 stalls per 1000 sq. ft.
Public and private utility buildings and facilities	To be determined by the Land Use Authority (See 19.09.05.7)
Public Building or Facilities (City Owned)	To be determined by the Land Use Authority (See 19.09.05.7)
Reception Centers	1 stall per 100 sq. ft.
Recreation Center	1 stall per 100 sq. ft.
Recreation Rentals	4 stalls per 1000 sq. ft.
Recycling Facilities	1.5 stalls per person employed on highest employee shift, plus 3 stacking stalls at drop-off.
Research and Development	1.5 stalls per person employed on highest employee shift.
Residential Facilities for Elderly Persons	To be determined by the Land Use Authority (See 19.09.05.7)
Residential Facility for Persons with a Disability	Same as for the dwelling, plus Home Occupation requirements for employees.
Restaurant, Takeout	5 stalls per 1000 sq. ft.
Restaurant	1 stall per 100 sq. ft.
Retail Sales	4 stalls per 1000 sq. ft.
Retail, Big Box	4 stalls per 1000 sq. ft.
Retail, Specialty	4 stalls per 1000 sq. ft.
Retail, Tobacco Specialty Store	4 stalls per 1000 sq. ft.
Riding Arena (Commercial)	To be determined by the Land Use Authority (See 19.09.05.7)
Riding Arena (Private)	To be determined by the Land Use Authority (See 19.09.05.7)
School, Private and Quasi-Public	To be determined by the Land Use Authority (See 19.09.05.7)
School, Trade or Vocational	To be determined by the Land Use Authority (See 19.09.05.7)
Self-storage or mini storage units	1 per bedroom in any caretaker unit, plus 1 stall for every 50 storage units.
Sexually Oriented Businesses	To be determined by the Land Use Authority (See 19.09.05.7)

Use	Parking Requirement
Shooting Range, Indoor	1 stall per shooting lane, plus 4 stalls per 1000 sq. ft. of office/retail space.
Stables	To be determined by the Land Use Authority (See 19.09.05.7)
Tattoo Shop	4 stalls per 1000 sq. ft.
Theater	To be determined by the Land Use Authority (See 19.09.05.7)
Transit-Oriented Development (TOD)	To be determined by the Land Use Authority (See 19.09.05.7)
Truck and Large Equipment Center	3 stalls for every bay plus 1 stall per person employed on the highest employee shift.
Warehouse, Heavy	Office and retail areas: 4 stalls per 1,000 sq. ft. Warehouse area: 1 stall per 1,000 sq. ft.
Warehouse, Light	Office and retail areas: 4 stalls per 1,000 sq. ft. Warehouse area: 1 stall per 1,000 sq. ft.

* Tandem parking spaces within a garage will only be counted as one parking space for residential uses.

** Exception – the minimum for these uses may be exceeded by more than 25%.

(Ord. 21-14, Ord. 20-07, Ord. 19-38, Ord. 18-30, Ord. 17-14, Ord. 16-17, Ord. 16-01, Ord. 15-03, Ord. 14-23-1, Ord. 14-13, Ord. 14-1, Ord. 13-16, Ord. 12-9, Ord. 12-3, Ord. 11-9)

19.09.11. Drive-thru Requirements

1. Each stacking space shall accommodate one vehicle and be no less than 20 feet in length from the point of service.
2. All Drive-thru facilities must provide at a minimum 3 stacking spaces (60') per lane. See Table 19.09.10. for additional requirements by use. Up to 3 stacking spaces may be counted towards required parking.
3. Entrances and exits of drive-thru lanes shall be clearly marked to designate the direction of traffic flow.
4. A Final Traffic report shall be provided and approved to demonstrate how all queuing shall be contained within the property, business, or use and not affect the surrounding roads. Stacking shall be designed so that it does not have the potential to overflow onto the street or adjacent property, business, or use.
5. Landscaping shall be provided as described below:
 - a. A three foot (3') wide raised median or planter between the drive-thru aisle and the parking area.

- b. All drive-thru lanes adjacent to public streets shall have landscaped strips of not less than ten feet in width placed between the sidewalk and the drive-thru lanes that contain a berm, hedge, or screen wall with a minimum height of three feet to minimize intrusion of lighting from headlights and other lighting from surrounding properties.

(Ord. 21-14, Ord. 20-07)