

CHAPTER 20 PARKING AND LOADING

SECTION 20.10 INTENT

The intent of this chapter is to ensure that parking and loading are designed and incorporated in a safe, convenient, and environmentally sustainable manner. The minimum requirements provide for enough improved parking area surface to accommodate residents, customers, visitors, and workers to prevent congestion and unsafe conditions on developed properties and nearby streets. Further, this chapter aims to provide reasonable protection to adjacent land uses from light, noise, pollution, and other effects of parking lot development and usage.

SECTION 20.20 APPLICABILITY

A. NEW BUILDINGS AND USES

For all buildings and uses established after the effective date of this Ordinance, off-street vehicle parking and loading zones shall be provided as required by this chapter.

B. CHANGE OR ALTERATION

1. **Change of Use.** Whenever the use of a building or lot is changed to another classification of use, off-street parking facilities shall be provided as required by this chapter for the proposed use. Parking shall be provided prior to the building occupancy related to the new use.
2. **Increase in Intensity or Area.** If the intensity of use of any building or lot is increased through the addition of floor area, increase in seating capacity, increase of outdoor area dedicated to the land use, or other means, additional off-street parking shall be provided, as required by this chapter.

C. RESTRIPING, RESURFACING, AND RECONSTRUCTION

Restriping and resurfacing projects involving restriping may occur in accordance with previously approved site plans, even if nonconforming to the requirements of this chapter. Reconstructed parking lots shall comply with all requirements of this chapter.

D. PROHIBITED CHANGES

1. **Reduction.** Off-street parking facilities in existence on the effective date of this Ordinance shall not be reduced below the requirements of this chapter, nor shall nonconforming parking facilities that exist as of the effective date of this Ordinance be further reduced or made more nonconforming.
2. **Conversion or Use of Parking.** An area designated as required off-street parking shall not be changed to another use unless equal facilities are provided on the same site in accordance with the provisions of this chapter.

E. EXEMPTION

Outdoor sales and storage areas and temporary uses are not subject to the requirements of this chapter unless specifically stated.

SECTION 20.30 GENERAL REQUIREMENTS

A. PARKING LOT PLAN

All parking lot plans shall include:

1. Calculations of required spaces using the methodology of Section 20.50.
2. Striping plan for all parking spaces
3. Width and depth of all parking spaces and loading zones
4. Dimension of all drive aisles and driveways
5. The radius of all curves
6. Accessible spaces meeting the requirements of the Americans with disabilities Act.

B. DETERMINATION

The Zoning Administrator shall provide a final determination regarding the total parking required for all single and multi-use development sites in all cases, except for development applications approved by the Planning Commission or Township Board.

C. ON-SITE LOCATION

Required off-street vehicle parking and loading zones shall be provided on the same lot as the principal building or use it is required to serve, unless shared parking is approved by the Planning Commission per Section 20.60.

D. LIMITATIONS ON USE OF REQUIRED PARKING LOTS

1. **Intent.** Off-street parking areas are intended only for temporary vehicle parking. The use of required off-street parking areas is not permitted for storing or parking wrecked or junked vehicles.
2. **Separate Requirements.** Required parking and loading spaces shall be considered separate and distinct requirements and provided as individual components on the site. In no case shall one component be construed as meeting the requirements of the other.
3. **Restriction on Storage.** Required parking lots and loading areas shall not be used for the storage of trucks, trailers, boats/watercraft, recreational vehicles, equipment, materials, or containers except where such outdoor storage and parking is specifically permitted in the applicable zoning district and has been approved in accordance with this Ordinance.
4. **Overnight Parking and Storage.** Overnight parking or storage of commercial vehicles in required parking spaces shall be prohibited except for uses and locations approved for vehicles. This shall not be construed to prohibit the parking overnight of commercial fleet vehicles or the short-term parking of trailers in loading bays or staging areas related to commercial or industrial uses within locations designated on the associated site plan.

E. VEHICLE SALES AREAS

It shall be unlawful to use a parking lot or open area to store or park any vehicle for the purpose of displaying vehicles for sale except in an approved vehicle sales dealership.

SECTION 20.40 PARKING LOT DESIGN

A. SETBACKS

1. **Minimum Setbacks.** Parking lots and associated drive aisles are subject to the following minimum setback requirements from public right-of-way and private street easements and lot lines, except as noted otherwise.

TABLE 20.40 A: MINIMUM PARKING LOT SETBACKS		
Zoning District		Minimum Setback (ft.)
Residential Districts	Front Setback	15
	Side and Rear Setbacks	25
Commercial and Mixed-Use Districts	Front Setback- NC	10 or at or behind the front building line, whichever is greater
	Front Setback- GC/OS	10
	Setback from residential zoned property	25
	Setback from a non-residential zoned property	10
Industrial Districts	Front Setback	15
	Setback from residential zoned property	50
	Setback from a non-residential zoned property	10

2. **Waivers.** Side and rear parking setbacks can be waived by the Planning Commission when parking lots on adjacent non-residential properties are designed and intended for cross-access and driveway connectivity.

B. DIMENSIONS AND LAYOUT

1. Dimensions.

- a. Parking spaces and aisles shall meet the width and length requirements of Table 20.40 B. Drive aisle width is also subject to review and approval of the Fire Department.

TABLE 20.40 B: MINIMUM DIMENSIONAL REQUIREMENTS (FEET)				
Parking Pattern	Parking Space		Drive Aisle Width	
	Width (A)	Stall Length (B)	One-Way	Two-Way
0° (parallel)	8.5 ft.	22 ft.	12 ft.	22 ft.
30° to 53°	9 ft.	18 ft.	14 ft.	22 ft.
54° to 74°	9 ft.	18 ft.	18 ft.	22 ft.
75° to 90°	9 ft.	18 ft.	22 ft.	24 ft.

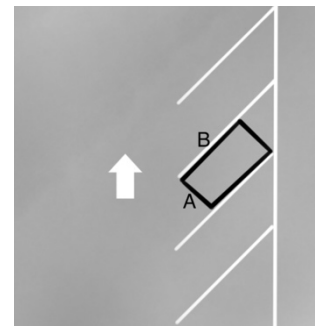


Figure 20-1 Stall Width (A) and Depth (B) for Angled Parking

- b. Stall length is the length of a rectangular footprint between parking lot stripes for angled and 90-degree parking. The distance between a curb and drive aisle may vary from the minimum stall length for angled parking spaces (See Figure 20-1).
- c. Length for 90-degree spaces may be reduced by up to two (2) feet if an unobstructed overhang, such as a landscaped area or sidewalk, is provided. If a sidewalk abuts the parking space, it shall have a minimum width of seven (7) feet to maintain a clear walking area of five (5) feet.

2. **Separation from Buildings.** There shall be a minimum distance of seven (7) feet between the parking lot curb or wheel stop and any building.
3. **Clear Passage.** All aisles or driveways shall remain unobstructed at all times and allow for the passage of emergency vehicles.
4. **Forward Motion.** Each off-street parking space shall open directly onto a drive aisle or driveway and not onto a street. Parking spaces and driveways shall be arranged so that ingress and egress to a street is by forward motion of the vehicle only. This requirement does not apply to driveways to single-family and attached dwellings or designated guest parking along residential streets in platted or condominium developments.

C. FIRE LANES

Fire lanes shall be designated on the site and posted with signage prior to occupancy. Vehicle circulation shall meet the turning radius requirements set by the fire department.

D. PARKING LOT SURFACE AND MAINTENANCE

1. **Surface.**
 - a. Unless otherwise stated, driveways, drive aisles, and parking spaces shall be surfaced with bituminous asphalt, concrete, or alternative pervious surfaces.
 - b. Alternative pervious surfaces, such as grids, pavers, and pervious concrete, must be approved by the Planning Commission after a recommendation by the Township Engineer. The applicant shall demonstrate that the proposed surface materials are durable and maintain an appropriate appearance.
 - c. Gravel parking lots may serve farm markets, agribusinesses, and major home occupations in the ARR zoning district if approved by the Planning Commission.
 - d. See Section 20.40 N for special event parking.
2. **Maintenance.** Driveways, drive aisles, and parking spaces shall be maintained and free of potholes, debris, or major structural deficiencies.

E. LANDSCAPE AREA CURBS

All landscaped areas within and abutting parking lots shall be protected by six (6) inch curbing. However, curb openings are allowed for stormwater drainage, or curbing may be waived in cases where proposed stormwater management uses swales or other depressions.

F. DRAINAGE AND RUNOFF

Parking areas shall be designed to prevent direct and increased runoff onto adjacent properties, and the design shall comply with all applicable Township and county stormwater regulations.

G. STRIPING AND PAVEMENT MARKINGS

Striping for all parking spaces and pavement markings for directional information and accessible spaces shall be maintained in good condition so that they are readily visible at all times.

H. SNOW STORAGE AREAS

Snow storage shall be provided in areas abutting or in close proximity to all parking lots and shall be indicated on all site plans.

1. **Location.** Snow may be stored in landscape areas and parking areas provided that accumulated snow does not restrict access and circulation and is not stored in a manner to obscure sight lines at driveways, sidewalks, or other access points to public or private rights-of-way or fire lanes.
2. **No Minimum.** No minimum amount of additional snow storage area is required.
3. **Parking Spaces.** Unless stored on lawn areas, up to 10 percent of the required off-street parking spaces and 100 percent of those parking spaces in excess of those required under this chapter may be used as snow storage.
4. **Right-of-Way.** Public rights-of-way shall not be used for snow storage unless approved by the authority controlling the right-of-way.
5. **Runoff.** Snowmelt runoff shall be addressed in accordance with all applicable stormwater Ordinances.

I. LANDSCAPE BREAKS

1. **Breaks.** Parking area interior landscaping shall be distributed to physically break up blocks of parking spaces by landscape islands, bioswales, continuous landscape strips, or alternative methods.

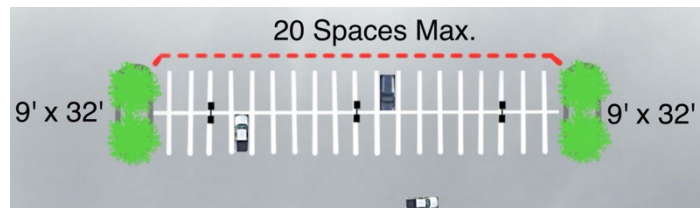


Figure 20-2 Maximum Number of Spaces in a Row and Parking Lot Islands

2. **Islands and Peninsulas.**
 - a. Landscape islands or peninsulas shall be installed to ensure that parking rows do not exceed 20 consecutive spaces. Islands and peninsulas shall be at least nine (9) feet wide and 16 feet deep for a single parking row and nine (9) feet wide and 32 feet deep for a double-row of parking. See Figure 20-2.
 - b. All parking rows shall end with an island or peninsula. Trees must be planted within islands and peninsulas in accordance with Section 23.80 B.
3. **Double-Row Restriction.** There shall be no more than two (2) consecutive double-rows of parking in a parking lot. Double rows with at least eight (8) feet of landscaped area between rows shall be incorporated to break up parking lots with three (3) or more consecutive double rows. See Figure 20-3.
4. **Stormwater and Trees.** The landscape breaks are encouraged to be used to control stormwater runoff and serve as preservation areas for significant trees.

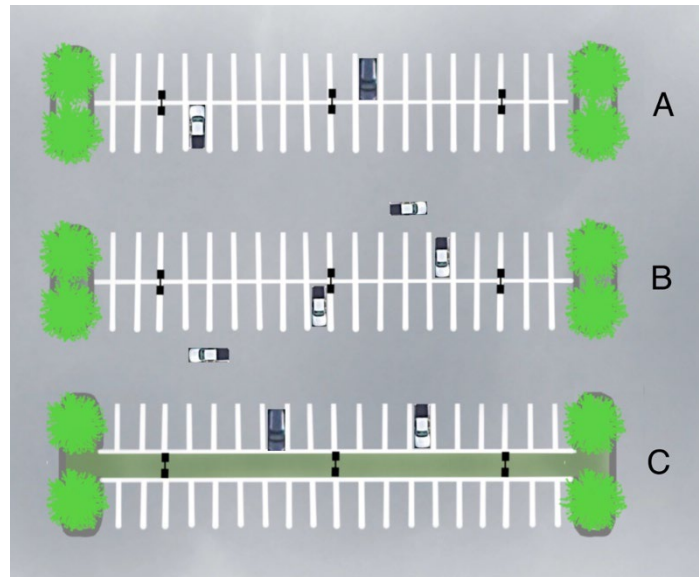


Figure 20-3 Max. of Two Double-Rows (A-B) Until Double-Row with Landscaped Area Required (C)

J. PEDESTRIAN PATHWAYS

1. **Minimum Number of Pathways.** One (1) perpendicular pedestrian pathway providing access from the parking area to the principal building is required for every four (4) double-rows of parking or for every 200 feet of parking lot width, whichever is lesser.
2. **Surface.** Pedestrian pathways shall be surfaced with concrete or alternative surfaces approved by the Planning Commission after a recommendation by the Township Engineer.
3. **Crossings.** Crossings over drive aisles or driveways shall be striped as crosswalks.

K. CONNECTIVITY

The design of parking lots within Commercial and Mixed-Use Districts and Industrial Districts shall be designed to preserve the possibility of future connectivity and cross-access movements of vehicles and pedestrians between adjacent lots. Cross-access easements shall be required in accordance with Section 21.40 I.

L. LIGHTING

Parking lots shall be illuminated in accordance with Chapter 19.

M. LANDSCAPING

Parking lots shall be landscaped in accordance with Chapter 23.

N. SPECIAL EVENT PARKING

It is recognized that there may be special community events or situations that occur infrequently that require temporary or overflow parking arrangements.

1. **Minimum Requirements.** Parking shall be provided for expected patrons utilizing either existing on-site parking or temporary parking as approved by the Zoning Administrator. Parking will generally be based on one (1) space for every three (3) people on-site at any one time.
2. **Requirements.** Temporary and overflow parking areas are subject to the following requirements:
 - a. Parking areas shall be located and designed to ensure safe and efficient circulation for both pedestrians and vehicles, including designated maneuvering lanes, ingress, and egress.
 - b. Aisles and parking rows shall meet the minimum widths required in this section. Lanes and parking rows shall be designated by temporary markings, such as paint, cones, flags, or ribbons.
 - c. Grassed lots shall be maintained, mowed, and seeded to ensure a passable and stable surface.
 - d. Parking lots shall be graded and/or properly drained to dispose of all surface and stormwater and to prevent drainage onto abutting properties.
 - e. Barrier-free spaces shall be provided, pursuant to the Michigan Barrier Free Act.

SECTION 20.50 REQUIRED NUMBER OF PARKING SPACES

A. INTENT

The minimum required parking per lot shall be provided in accordance with Table 20.50 D. The purpose of a minimum number of parking spaces is to encourage safety and efficiency within parking lots of businesses and institutions and to reduce the instances of illegally or inappropriately parked vehicles within the Township. Flexibility in parking count requirements is included in recognition that overly large parking lots are a drain on economic vitality, present safety hazards to pedestrians and motorists, and create environmental hazards

such as heat islands, stormwater runoff, loss of habitat, and flood hazards.

B. ACCESSIBLE PARKING

Pursuant to the Michigan Barrier Free Act, as amended, accessible parking shall be provided for all new and expanded parking lots per the minimum requirements of the Act and other requirements that may be adopted by federal or state law. Accessible spaces shall be located as close as possible to building entrances.

C. CALCULATION

The following instructions shall apply:

1. **Usable Floor Area.** Off-street parking requirements shall be calculated based on the usable total floor area served by the parking lot or as otherwise provided in Table 20.50 D.
2. **Fractions.** If the calculation of required parking spaces results in a fraction, the number shall be rounded down to a whole number.
3. **Public Assembly Seating.** Each 24-inch segment of bench, pew, or similar seating type shall be counted as one (1) seat for the purpose of determining parking requirements.
4. **Multiple Uses.** For projects with multiple land uses on the same site or within the same building, the number of parking spaces for each use shall be provided, and the space for one (1) use shall not be considered as providing required spaces for any other use except as permitted by Section 20.60.

D. MINIMUM NUMBER OF PARKING SPACES

For uses not specified in Table 20.50 D, the required parking spaces shall be determined by the Zoning Administrator or the Planning Commission based on requirements for similar uses. In making its final determination, the Zoning Administrator or the Planning Commission shall determine that the proposed parking count is justified and sufficient, based on documented evidence, to accommodate the use on a typical day.

TABLE 20.50 D: MINIMUM NUMBER OF PARKING SPACES	
Use	Requirement
Dwellings	Accessory dwelling unit: 1 per dwelling unit Single-family detached & attached: 2 per dwelling unit Multi-Family: 2.25 per dwelling unit
Assembly use	1 for every 4 seat, occupant, or participant
Bed and breakfast	2 plus one 1 for each rentable room
Day care, family home	2 per dwelling unit plus 2 for drop-off and pick-off (can be driveway spaces)
General offices and services, personal services, and similar uses	1 per 300 s.f.
Home occupation	2 per dwelling unit plus 2 if open to public (can be driveway spaces)
Hospital	1 per 500 s.f.
Hotel or motel	1 per room and plus parking for offices and other permitted uses
Medical office	1 per 250 s.f.
Nursing home	1 per 5 beds
Restaurant, tavern	1 per 150 s.f.

Retail	1 per 250 s.f.
School	Elementary and middle: 2 per classroom plus 1 per employee or 1 per 4 seats in the gymnasium or auditorium, whichever is greater Secondary: 2 for each 3 employees normally engaged in or about the building and grounds plus 1 for each 4 students enrolled in the institution
Vehicle repair	3 per bay
Warehousing, truck terminal, and manufacturing	1 per 2,000 s.f., or 1 per employee plus 5, whichever is greater
Other Uses	As determined by the approving authority considering 1 per employee and anticipated visitor traffic

E. MAXIMUM NUMBER OF PARKING SPACES

To minimize excessive areas of pavement that detract from aesthetics, contribute to high rates of stormwater runoff, and generate reflective heat, the minimum parking space requirements of this section shall not be exceeded by more than 25 percent unless approved by the Planning Commission during site plan review. The applicant has provided a parking study or industry standards demonstrating that the excess number of spaces would be more appropriate based on the actual number of employees, the expected level of customer traffic, or actual counts at a similar establishment.

SECTION 20.60 REDUCED, SHARED, AND DEFERRED PARKING

A. REDUCTIONS

Parking minimums may be reduced when the applicant demonstrates to the approving authority that parking demand is expected to be lower than the requirements of Table 20.50 D, and the following considerations are taken into account. The Zoning Administrator or Planning Commission may choose to accept or alter the proposal. The purpose of this flexibility is to acknowledge that proposed land uses may vary significantly in terms of their size, scope, and operation, and, therefore, vary in their parking needs. Parking may be reduced after considering the following:

1. The applicant has provided a parking study or industry standards demonstrating that the proposed number of spaces would be more appropriate based on the actual number of employees, the expected level of customer traffic, or actual counts at a similar establishment.
2. There will be a high proportion of multipurpose visits; or
3. Uses within the building, buildings, or complex have peak parking demands during differing times of the day or days of the week.

B. SHARED PARKING

1. **Number.** The total parking space requirement shall be the aggregate number of spaces required at any time for the most parking-intensive use or combination of uses.
2. **Justification.** In order to qualify for this option, an applicant is required to explain in detail, as part of the site plan and to the satisfaction of the Planning Commission, how the shared parking option would function.

3. Requirements.

- a. Facilities located on adjoining separate properties must be within 600 feet of each other, measured from the nearest point of the public entrance to the building to the nearest point of the parking lot.
- b. A convenient pedestrian connection shall be provided between the properties.
- c. The availability of parking for all affected properties or uses shall be indicated by directional signs.
- d. Interior vehicular access shall be provided to interconnect all properties sharing the parking facilities.

4. Change in Conditions.

Any change to the conditions that were considered during the approval shall require a review by the Planning Commission for the exemption to remain valid.

5. Agreements.

Prior to establishing shared use of parking, the property owner or owners shall submit a written agreement providing for the shared parking use and a cross access and parking easement to the Zoning Administrator. All shared parking agreements shall run with the land, and such deed restrictions shall be filed with the Kent County Register of Deeds. If any party to the agreement withdraws, that party shall be responsible for providing the required parking individually, in accordance with the provisions of this chapter. The agreement shall be filed prior to the establishment of the use.

C. DEFERRED PARKING

1. **Deferment.** When the appropriateness of a reduction in the number of required parking spaces is demonstrated at the time of application, but future conditions could warrant increased parking, some of the required parking may be deferred by the Township.
2. **Requirements.** Deferred parking plans shall be in accordance with the following:
 - a. **Site Plan.** A site plan shall show all required parking but identify those spaces that will not be constructed until warranted. All deferred parking spaces and aisles shall meet the design and dimensional requirements of this chapter.
 - b. **Landscaping.** Any area designated for deferred parking shall be landscaped and not used for any other purpose, such as outdoor storage or accessory buildings. Required parking lot landscaping shall be installed during the construction of the deferred parking area.
3. **Timeframe.** Construction of all or a portion of the deferred parking spaces may be initiated by the owner or required by the Township. The deferred parking shall meet all requirements of the Ordinance in effect at the time of construction.

D. AGREEMENT

A written agreement in a form satisfactory to the Township requiring the provision of additional parking spaces if a greater number of employees or visitors use the lot at a future time shall be executed by the Township and the owner and/or occupant of the property.

E. PERFORMANCE GUARANTEE

A performance guarantee may be required by the Township in accordance with Section 25.80.

F. VALIDITY

The site plan approval of lesser parking requirements shall be valid only for the stated use.

SECTION 20.70 ELECTRIC VEHICLE CHARGING STATIONS

A. INTENT

To plan for the increase of electric vehicles and to expedite the establishment of a convenient, cost-effective electric vehicle infrastructure, this section authorizes required or excess parking spaces to be used as electric vehicle (EV) charging stations.

B. ACCESSORY USE AND ACCESSORY STRUCTURES.

Electric vehicle charging station spaces are classified as accessory uses, and electric vehicle charging stations are classified as accessory structures. Electric vehicle charging station spaces and electric vehicle charging stations and equipment are permitted in all public and private parking lots.

C. ENCOURAGEMENT OF NEW ELECTRIC VEHICLE CHARGING STATIONS

1. **Parking Lots.** All new and expanded public and private parking lots are encouraged to include electric vehicle charging stations or be EV-capable or EV-ready.
2. **Dwellings.** All new dwellings are encouraged to be constructed with a 220-240-volt / 40 amp outlet on a dedicated circuit and in close proximity to designated vehicle parking to accommodate the potential future hardwire installation of a Level-2 electric vehicle charging station.

D. REQUIREMENTS FOR ELECTRIC VEHICLE CHARGING STATIONS

1. **Parking Calculation.** An electric vehicle charging station space may be included in the calculation for the minimum required parking spaces in accordance with Table 20.50 D. There is no limit on the number of electric vehicle charging stations. However, the applicant shall demonstrate by the historical use of the parking area for internal combustion engine vehicles and the anticipated demand for electric vehicle charging stations that there is sufficient parking for both drivers of electric vehicles and internal combustion engine vehicles. At a minimum, the applicant shall provide the number of existing parking spaces and the average number of available parking spaces at peak business hours for one week. The Zoning Administrator or Planning Commission, as applicable, shall make all final determinations regarding the minimum number of parking spaces for internal combustion engine vehicles to ensure compliance with Section 20.50 D.
2. **Dimensions.** Electric vehicle charging station spaces shall comply with the dimensional requirements of Section 20.40.
3. **Equipment Location.** Electric vehicle charging station equipment may be located on any part of a property, but shall be no less than 10 feet from property lines and public or private right-of-way, and shall not be located within clear vision corners per Section 3.40 C. Electric vehicle charging station equipment approved for on-street parking within the right-of-way is exempt from the setback requirement.
4. **Barriers.** Electric vehicle charging station equipment shall be protected with bollards or a comparable method. If curbing is used, the equipment shall be located at least two (2) feet behind the face of the curb.
5. **Sidewalk Clearance.** At least five (5) feet of clear area shall be maintained if installed on or adjacent to an internal sidewalk, walkway, or another area accessible to pedestrians, cyclists, or wheelchair users abutting a parking lot. Electric vehicle charging station equipment shall not obstruct these passageways.

E. BUFFERING

Any facility with equipment, structures, and buildings beyond standard EV charging equipment shall be subject to buffer type “B” per Section 23.60.

SECTION 20.80 LOADING ZONES**A. APPLICABILITY**

For every use involving the receipt or distribution of materials or merchandise in trucks, loading zones must be provided.

B. REQUIREMENTS

Loading zones and maneuvering lanes are subject to the following requirements:

1. **Maneuverability.** Sufficient space for truck maneuvering shall be provided and demonstrated on a site plan based on anticipated truck types. Maneuvering space for trucks using the loading spaces shall be provided on the lot and shall not necessitate the use of public right-of-way.
2. **Location.** Loading docks shall not be located on the primary street side of principal buildings unless determined by the Planning Commission that no other options are feasible or practical.
3. **Streets.** Loading zones shall be designed to prevent vehicles from backing out onto public or private streets.
4. **Number and Dimensional Requirements.** The number and dimensional requirements of off-street loading spaces are subject to Table 20.80 B.

TABLE 20.80 B: MINIMUM OFF-STREET LOADING REQUIREMENTS		
Number of Spaces Required		
Less than 20,000 square feet of floor area.		1 space
20,000 to 50,000 square feet of floor area.		2 spaces
Each additional 50,000 square feet of floor area		1 additional space
Dimensional Requirements		
Standard Loading Zones	Min. Width (ft.)	12
	Min. Length (ft.)	25
Full-Length Tractor Trailer Loading Zones	Min. Width (ft.)	15
	Min. Length (ft.)	55

C. MODIFICATION

The approval authority may modify the required size of loading spaces for uses such as offices or smaller retail businesses that will involve smaller delivery trucks.

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