

City of Leadville Planning & Zoning Commission Regular Meeting Agenda

Date: 6/28/23 Time: 6:00pm

(Held in person & via Zoom)

Join Zoom Meeting

<https://leadville-co-gov.zoom.us/j/89683947349?pwd=Umq0QmxXVmlhR1ptaW5JQXdmN0VIZz09>

Meeting ID: 896 8394 7349

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Dial by your location

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|--|---|--|
| 1. Governance Items: <ul style="list-style-type: none">• Call to Order and Roll Call• Approval of Agenda/Revisions• Approval of minutes:
6/14/23 Minutes | Motion of
approval of
agenda and
minutes | Chair, Staff |
| 2. Public comment- Items not on Agenda: | | |
| 3. General Updates: <ul style="list-style-type: none">• Title 17 - Definitions/Table of Uses Amendments second reading at City Council (scheduled for 7/5)• Title 17 – National Historic Landmark Overlay District Amendments second reading at City Council (scheduled for 7/5)• Pending CUP: Engelback Change of Use to Duplex; 610 Front St. (scheduled for 7/26)• Circle K Electric Vehicle Charging, 108 Harrison Ave. (P&Z public hearing date TBD) | | Chair, Staff |
| 4. Continued Business: <ul style="list-style-type: none">• Title 17 – Housing Variety amendments Work Session | *Items for
formal vote | Chair, Staff,
Commission
Members |
| 5. Goal Setting 2023- <ul style="list-style-type: none">1. Title 17 – Zoning: Definitions, Uses amendments2. Title 17 – Zoning: Housing Variety amendments3. STRs – Recommendations to City Council on numerical limit for STR licenses4. P&Z By-laws and Commissioner terms5. Commissioner legal training6. Housing (Ex: Pre-approved plans)7. Parking District/commercial fee-in-lieu program8. 2025 Comprehensive Plan9. R-1 Zone assessment10. Residential permit parking program11. Exterior lighting regulations12. Commercial FAR | | Chair, Staff,
Commission
Members |
| 6. Adjourn <p>Next meeting – 7/12/23 – Planning Director request to cancel due to expected paternity leave</p> | | |

Wednesday, June 14, 2023- 6:00pm
Leadville Planning & Zoning Commission
Regular Meeting DRAFT Minutes
City Hall and via Zoom

1. **Call to Order:** Chair Voeller is out sick, Vice Chair Bauer is via Zoom and would prefer the mayor to run tonight's meeting. **Mayor Labbe** called the meeting to order at 6:03 pm.
Roll Call: Commissioners Ducharme, Tannous, Edwards and Bauer and Mayor Labbe were present; Chair Voeller and Commissioner Law were absent; City of Leadville Planning Director Chapin LaChance was also present.
Agenda Approval/Revisions: Agenda Revisions –NONE. Agenda approved.
Minutes Approval: May 24, 2023 minutes: **Commissioner Ducharme** moved to approve the minutes of 5/24/23, Bauer seconded, all present were in favor.
2. **Public Comments on Items Not on the Agenda:** NONE
3. **General Updates:**
LaChance noted **Circle K Vehicle Charging**, 108 Harrison: Scheduled for a public hearing tonight, but public notice was not provided the applicant and they did not submit the required revisions, currently working to address some CDOT comments. Labbe asked if it makes any sense for us to hold a public hearing before CDOT approves. LaChance did ask CDOT if comments from CDOT can be addressed for conditions of approval from the City and they said absolutely. Public Hearing to be Determined. **Railyard SIA Amendment:** City Council reviewed a Resolution authorizing staff to amend the Railyard SIA, with terms to extend the allowed completion date for subdivision improvements to end September next year. City Council did approve the SIA Amendment with modified terms. Title 17 – Definitions/Table of Uses second reading at City Council: Public Notice issue on this as well, so this Ordinance has been rescheduled for second reading at the July 5th City Council meeting.
4. **Continued Business:**
Ordinance No. 3, Series of 202: An Ordinance Repealing and Reenacting Chapter 17.44 of the Leadville Municipal Code Concerning the Regulations Governing the City's National Historic Landmark Overlay District: Labbe noted this has to go through Planning and Zoning, City Council has had their First Reading of this Ordinance, this is Planning and Zoning's opportunity to review the changes that have been suggested. It is P&Z's responsibility to give a recommendation to City Council on the changes the Historic Preservation Commission (HPC) has suggested. Labbe read the script for public hearings and opened the public hearing at 6:15 pm. Chapin LaChance, Planning Director City of Leadville presented the Ordinance, as in the packet, discussing the recent revisions. Noted the second open house the HPC held was very successful. Noted why historic preservation is important to Leadville and the impacts of changes to the historic district. LaChance gave example of structures that don't fit in with the standards and guidelines in place. LaChance explained the criteria to approve a text amendment to Title 17. In the packet is the Criteria and why this text amendments meets those criteria. LaChance concluded his presentation with a formal request Planning and Zoning recommend City Council adopt this ordinance. Labbe asked if commissioners had any questions before he opens the hearing for public comments. Bauer thinks this is a good plan moving forward. Labbe opened the public comment portion of the hearing at 6:40 pm, no public comments, Edwards moved to close the public comment portion; Ducharme seconded, public input portion was closed at 6:41 pm., all were in favor. Commission deliberated, Ducharme asked about the difference in Insubstantial and Substantial and the COA process. LaChance replied a lot of the renovations can be approved at the building permit level, which requires no extra paperwork. Then there is an administrative approval for the Insubstantial modifications. The Substantial modifications are the ones that

require the HPC review and recommendation to City Council for final approval. Bauer asked if general maintenance that doesn't require a building permit, would it now require a Certificate of Appropriateness. Edwards stated changing like for like would not require a building permit or a COA. Bauer asked if there was a fee or a sliding scale fee for the COA process. LaChance noted this year in the new fee schedule there is a fee for Insubstantial and Substantial modifications.

Commissioner Bauer moved that the Planning and Zoning Commission recommend that the City Council adopt Ordinance No. 3, Series of 2023: an Ordinance Repealing and Reenacting Chapter 17.44 of the Leadville Municipal Code Concerning the Regulation Governing the City's National Historic District Landmark Overlay District; Edwards seconded; Vote was 5-0-0-2 in favor. Mayor Labbe closed the public hearing at 6:56 pm.

LaChance explained that the HPC is in the process of getting surveys done of the National Historic Landmark district and what that will mean to the process of determining historic structures. Also spoke about design guidelines for renovation and rehabilitation. The survey will help us set the design guidelines. Labbe noted the surveys will also help those applying for the historic tax credits.

5. Goal Setting 2023:

1. ~~Title 17 – Zoning: Definitions, Uses Amendments~~ – (7/5 City Council Second Reading)
2. Title 17 – Zoning: PAT Recommended Amendments (5/10 work session, redlines in August)
3. ~~STRs – Discussed and gave a recommendation~~ (3/22)
4. P&Z By-Laws and Commissioner Terms (5/24)
5. Commissioner Legal Training (New City Attorney)
6. Housing
7. Parking District/Fee-in-Lieu program
8. 2025 Comprehensive Plan
9. R-1 Zone Assessment
10. Residential Permit Parking Program
11. Exterior Lighting regulations
12. Floor Area Restriction for Commercial uses (added by LaChance 5/10/23)

6. Adjourn:

Motion to Adjourn: Labbe adjourned the meeting at 7:01 pm.

Adjourned 7:01 pm

Regular Meetings: Twice a month for spring/summer season

Next Meetings: **June 28, 2023** – No public hearing scheduled, can work on PAT recommendations

Chair Voeller noted she be unable to attend June 28th meeting.



MEMO

TO: Planning and Zoning Commission (P&Z)

FROM: Chapin LaChance, AICP - Planning Director

MEETING DATE: June 28, 2023

SUBJECT: Title 17 – Zoning Amendments for Housing Variety (aka PAT Recommendations)

Planning and Zoning (P&Z) Commissioners,

The P&Z last reviewed the Lake County Build a Generation, Housing Coalition, Policy Advisory Team (PAT) Recommendations for amendments to Title 17 – Zoning at a Work Session on May 10, 2023. Going forward, staff will refer to this code amendment project as “Title 17 – Zoning Amendments to Increase Housing Variety”, considering the original recommendations from the PAT have been taken on by the P&Z for further refinement and revisions. Below is a history of the Commissioner’s review and a summary of the Commission’s latest direction.

HISTORY

Purposes of PAT recommendations

- Increase housing variety as one of the multiple strategies for community housing.
- Encourage relatively small, infill, naturally occurring affordable housing.
- Lay the groundwork for other potential future strategies and code amendments, such as incentives for private development of community housing.

PAT recommendations proposal summary

- Remove maximum density limitations in R1, R2, TR, C, and TC Zone Districts.
- Increase maximum ADU size from 50% of the principal structure to 60%.
- Specify a maximum height for ADUs of 25 ft.
- Reduce front yard setbacks from 10 ft. to 3 ft. in the R-2 and TR Zone Districts.
- Change multi-family use from a conditional use to a by-right use in the R2, TR, and C Zone Districts.
- Specify a minimum lot size of 5,000 sq. ft. specific to multi-family use in the R2, TR, and TC Zone Districts.

- Increase the maximum lot coverage to 65% in the Commercial Zone District.
- Exempt ADUs from the 450 sq. ft. minimum dwelling unit size in the TR and TC zone.

Previous reviews

04/13/2021: PAT members present recommended changes to City Council; Council requests PAT formalize zoning code changes allowing more diverse housing forms.

05/26/2021: PAT consultant presented recommended changes to P&Z; refined recommendations based on P&Z input.

6/22/2021: PAT consultant presented recommended changes to City Council.

8/11/2021: PAT consultant presented recommended changes to P&Z.

2/09/2022: PAT consultant presented recommended changes to P&Z.

11/09/2022: P&Z Work Session, PAT consultant presented the requested red-lined version of Title 17 – Zoning with the proposed amendments, Planning Director presented requested analysis and recommendations regarding administrative impacts.

3/22/2023: P&Z Work Session, Planning Director presented requested research on density, parking, and utility impacts. Four (4) of the seven (7) Commissioners were present.

4/07/2023: P&Z Work Session, Planning Director presented requested research on density, parking, and utility impacts. Five (5) of the seven (7) Commissioners were present.

5/10/2023: P&Z Work Session, Commissioners provided clarifications on previous responses at the 4/7/2023 Work Session. All seven (7) Commissioners were present.

05/10/2023 Work Session recap

At the last Work Session, the P&Z provided the following direction:

1. Does the Commission find that allowed density should be increased for the R-1, R-2, TR, C, and TC zones, up to 40 dwelling units per acre in some zones? **The Commission unanimously found that allowed density should be increased for the R-2, TR, C, and TC zones, up to 40 dwelling units per acre in some zones.**
 - a. If so, does the Commission find the increase in allowed density should be limited to an incentive density bonus for community housing? **The Commission unanimously found that the increase in allowed density for three (3) or more units should be limited to an incentive density bonus for community housing, but that the allowed density increase for one (1) and two (2) unit development should not be limited to an incentive density bonus for community housing.**
 - b. If so, what percentage of units in a development should be restricted to Community Housing in order to receive the density bonus? **The Commission unanimously found that 25% of the units in a development should be restricted to Community Housing in order to receive the density bonus.**
2. Does the Commission find that density should be regulated for ADUs and single-family dwellings consistently with how density is regulated for multiple family dwellings? **The Commission unanimously found that**

density should be regulated for ADUs and single-family dwellings consistently with how density is regulated for multiple family dwellings.

3. Does the Commission find additional parking requirements should be implemented? **The Commission unanimously found that additional off-street parking requirements should be implemented, that new developments resulting in two (2) or more units on a lot require one (1) off-street parking space per unit, that all new two-family developments (duplexes) require (1) off-street parking space per unit, and the new required off-street parking space is required to be alley loaded if a public alley is adjacent to the property, unless the property meets certain exemptions.**
 - a. If so, does the Commission prefer parking strategy 1,2,3,4, or 5? **The Commission unanimously found that the additional parking requirement stated above should be required City-wide, except in the Retail Core zoning district.**
4. Does the Commission have any other comments or concerns? **The Commission unanimously agreed to not reduce the front yard setback requirements for the R-2 and TR zoning districts at this time.**

STAFF COMMENTS

Attached redlines:

Staff has made the following revisions to Title 17 in the attached redlines:

- Increased allowed density in the R-2, TR, TC, and C Zones for dwellings except multiple-family dwellings. Note that no density bonus is recommended in the TR Zone, considering the TR Zone already allows 38 dwelling units per acre.
- Allowed a density bonus for multiple-family dwellings that provide a minimum of 25% of the floor area as Community Housing.
- Increased the maximum lot coverage to 65% in the Commercial Zone District.
- Exempted ADUs from the 450 sq. ft. minimum dwelling unit size in the TR and TC zone.
- Require alley-loaded parking for two-family dwellings and ADUs.

Issues remaining to be discussed:

- The P&Z has provided direction that density should be regulated for ADUs and single-family dwellings consistently with how density is regulated for multiple family dwellings, but also has provided direction that the density bonus should only be available to multi-family, which creates a conflict to be resolved. Some developments could have multiple units types on one property, which would make calculating allowed density complicated.
- Redlines to Chapter 17.60 Accessory Buildings and Uses (to specify a maximum height for ADUs of 25 ft. and increase maximum ADU size from 50% of the principal structure to 60%) will be provided by staff for review after adoption and codification of Ordinance 2, Series 2023 (Table Uses / Definitions), which is expected to be adopted July 5, 2023).
- Need definition for “Community Housing”.

- Need Chapter on Incentive Zoning for Community Housing.
 - AMI requirement for rent, for sale, etc.
 - Minimum floor area for Community Housing unit.
 - Fee-in-lieu (round up to one unit or minimum size, and then fee-in-lieu option for portions of a unit required above one unit).

Chapter 17.20 TRADITIONAL RESIDENTIAL (R-2) DISTRICT

Sections:

17.20.010 General requirements.

This district is created to provide for the continuation and preservation of mid-density residential development characteristic of Leadville's historic period from its establishment to the present era. In keeping with this stated purpose, the uses permitted by right and on a conditional approval basis are more varied and mixed than are found in other residential districts.

Minimum district size:	1 acre
Minimum lot area:	2,250 square feet
Minimum lot width:	25 feet
Front setback:	10 feet, except zero feet for single-family attached on the common wall provided there are no more than three (3) such single-family attached connected by common walls.
Side setback:	3 feet, except zero feet for single-family attached on the common wall provided there are no more than three (3) such single-family attached connected by common walls.
Rear setback:	6 feet, except zero feet for single-family attached on the common wall provided there are no more than three (3) such single-family attached connected by common walls.
Maximum building height:	35 feet
Minimum dwelling size:	600 square feet (multi-family and accessory dwelling units excluded)
Maximum lot coverage:	75 percent
Maximum gross density:	<u>Multi-family dwellings: 19-20 dwelling units per acre</u> <u>Multi-family dwellings with minimum 25% Community Housing (need definition): 40 dwelling units per acre</u> <u>All other dwellings: 40 dwelling units per acre</u>

For permitted, conditional and prohibited uses see Chapter 17.48.

(Ord. 03-11 § 3; Ord. 99-8 § 1 (part); prior code § 17.09.020)

(Ord. No. 2009-3, § 2, 9-1-09)

Commented [PD1]: Changing from 19 du/ac to 20 du/ac eliminates potential density calculation confusion of less than 1 unit being allowed on minimum lot size of 2,250 sq. ft.

Examples:

2,250 sq. ft. (minimum lot size) / 43,560 (sq. ft. in 1 acre) = 0.0516528925619835 acres,
0.0516528925619835 acres x 19 du/ac = **0.98** units

2,250 sq. ft. (minimum lot size) / 43,560 (sq. ft. in 1 acre) = 0.0516528925619835 acres,
0.0516528925619835 acres x **20** du/ac = 1.03305785123967 units

Commented [PD2]: This needs work.

Issue: Some developments could have multiple units types on one property, which would make calculating allowed density complicated.

Consider separate chapter on Incentive zoning and Community Housing. See Salida municipal code 16-13-10.

Chapter 17.24 TRANSITIONAL RETAIL/RESIDENTIAL (TR) DISTRICT

Sections:

17.24.010 General requirements.

This district is created to allow traditional residential occupation in association with commercial business uses so long as such mixed land usage does not produce significant or objectionable levels of traffic, noise, dust or other adverse side effects not compatible with residential occupation.

Minimum district size:	½ acre
Minimum lot area:	Residential: 2,250 square feet Other uses: 2,250 square feet
Minimum lot width:	25 feet
Front setback:	10 feet, except zero feet for single-family attached on the common wall provided there are no more than three (3) such single-family attached connected by common walls.
Side setback:	3 feet, except zero feet for single-family attached on the common wall provided there are no more than three (3) such single-family attached connected by common walls.
Rear setback:	6 feet, except zero feet for single-family attached on the common wall provided there are no more than three (3) such single-family attached connected by common walls.
Maximum building height:	35 feet
Minimum dwelling size:	450 square feet (accessory dwelling units excluded)
Maximum lot coverage:	85 percent
Maximum gross density:	38 40 dwelling units per acre, except the density can be increased with the permission of city council through a conditional use permit

Commented [PD1]: TR: ~~38~~ 40 DU/AC (Example: 2,250 sq. ft. / 43,560 sq. ft. = approximately 0.05 acres, 0.05 acres x 40 du/ac = 2 dwelling units)

Commented [PD2]: This zone already allows 38 du/ac, so increasing to 40 du/ac would allow a second unit (ADU or duplex) on the existing minimum lot size.

For permitted, conditional and prohibited uses see Chapter 17.48.

(Ord. 03-15 § 6; Ord. 03-11 § 4; Ord. 03-4 § 4; Ord. 01-3 § 2; Ord. 99-8 § 1 (part); prior code § 17.09.040)

Chapter 17.26 TRANSITIONAL COMMERCIAL (TC) DISTRICT

Sections:

17.26.010 General requirements.

This district is created to allow commercial business use in association with traditional residential occupation so long as such mixed land usage does not produce significant or objectionable levels of traffic, noise, dust or other adverse side effects not compatible to the existing neighborhood. In the area that was zoned industrial/mining prior to the effective date of Ordinance 16, Series of 2000, private mining or removal of tailings shall be permitted so long as such operation is completed within five years of the effective date of Ordinance 16, Series of 2000, and within two years of the physical commencement of the mining or removal operation.

Minimum district size:	½ acre
Minimum lot area:	2,250 square feet
Minimum lot width:	25 feet
Front setback:	3 feet
Side setback:	3 feet
Rear setback:	6 feet
Maximum building height:	35 feet
Minimum dwelling size:	450 square feet (accessory dwelling units excluded)
Maximum lot coverage:	85 percent
Maximum gross density:	None Multi-family dwellings: 20 dwelling units per acre Multi-family dwellings with minimum 25% Community Housing (need definition): 40 dwelling units per acre All other dwellings: 40 dwelling units per acre

Commented [PD1]: Example: 2,250 sq. ft. / 43,560 sq. ft. = approximately 0.05 acres, 0.05 acres x 40 du/ac = 2 dwelling units

Commented [PD2]: This needs work.

Issue: Some developments could have multiple units types on one property, which would make calculating allowed density complicated.

Consider separate chapter on Incentive zoning and Community Housing. See Salida municipal code 16-13-10.

For permitted, conditional and prohibited uses see Chapter 17.48.
(Ord. 03-15 § 1)

Chapter 17.32 COMMERCIAL/ HIGHWAY BUSINESS (C) DISTRICT

Sections:

17.32.010 General requirements.

This district is created for the purposes of providing for tourism and automobile oriented business and commercial, office and retail services along the city's major highway approaches, and providing for the scenic and visual enhancement of those major highway approaches to Leadville. Consequently, the visual appearance and contribution to attractiveness of Leadville's gateways shall be a significant characteristic of all new and expanded development in this district.

Minimum district size:	3 acres
Minimum lot area:	5000 square feet
Minimum lot width:	50 feet
Front setback:	10 feet
Side setback:	5 feet
Rear setback:	10 feet
Maximum building height:	35 feet
Minimum dwelling size:	600 square feet (multi-family and accessory dwelling units excluded)
Maximum lot coverage:	59.64 percent
Maximum gross density:	Multiple-family dwellings: 9 10 dwelling units per acre <u>Multi-family dwellings with minimum 25% Community Housing (need definition): 35 dwelling units per acre</u> <u>All other dwellings: 35 dwelling units per acre</u>

For permitted, conditional and prohibited uses see Chapter 17.48.

(Ord. 99-8 § 1 (part): prior code § 17.09.060)

(Ord. No. 2009-3, § 2, 9-1-09)

Commented [PD1]: Changing from 9 du/ac to 10 du/ac eliminates potential density calculation confusion of less than 1 unit being allowed on minimum lot size of 5,000 sq. ft.

Examples:

5,000 sq. ft. (minimum lot size) / 43,560 (sq. ft. in 1 acre) = 0.1147842056932966 acres, rounded down to .011 acres
.011 acres x **9** du/ac = **0.099 units**

5,000 sq. ft. (minimum lot size) / 43,560 (sq. ft. in 1 acre) = 0.1147842056932966 acres, rounded down to .011 acres
.011 acres x **10** du/ac = **1.1 units**

Commented [PD2]: This needs work.

Issue: Some developments could have multiple units types on one property, which would make calculating allowed density complicated.

Consider separate chapter on Incentive zoning and Community Housing. See Salida municipal code 16-13-10.

Chapter 17.76 OFF-STREET PARKING AND LOADING REQUIREMENTS

Sections:

17.76.010 General requirements for off-street parking.

- A. For every building hereafter erected or buildings structurally altered for retail, commercial, business or industrial purposes, off-street parking spaces shall be provided. Each space shall measure at least eight feet by eighteen (18) feet and shall be paved in all districts except R-1 and R-2, except that the planning commission shall allow, upon request of an applicant or by majority vote of its own initiative, a reasonable number of smaller parking spaces for compact cars, in a number up to thirty (30) percent of the total spaces, and the commission may, at its option, require an additional number of oversize parking spaces for handicapped-access vehicles. Compact car spaces, which must be so labeled on the lot, shall be at least eight feet by sixteen (16) feet in size and handicapped spaces, which must also be so labeled on the lot, shall be twelve (12) feet by eighteen (18) feet in size, except that such spaces may be nine feet wide when an additional four feet is provided at one side as an available, paved handicapped ramp.
- B. In RC, C and I zoning districts, areas included in driveways or otherwise required to move cars in and out of parking spaces shall not be considered to meet off-street parking space requirements. Parking lot spaces shall be arranged in such a manner that vehicles will not back directly from an off-street parking space into a public right-of-way, except in the case of public alleyways, and no portion of a public right-of-way or easement shall be included as a portion of a parking lot except with the approval of the planning commission and the written permission of the owner(s) of record of the right-of-way or easement.
- C. Uses which are expanded or changed must appropriately adjust the number of parking spaces provided within ninety (90) days of the expansion or change of use.
- D. Each off-street parking lot containing more than fifty (50) parking spaces shall provide one or more landscaped areas, equal to five percent of the total parking lot area and dispersed within the parking area and which shall be a portion of the overall site landscaping requirement and shown on an appropriate landscaping plan.
- E. Residential off-street parking spaces shall be located on the same lot as the dwelling(s) they serve. All other required parking spaces located more than one thousand (1,000) feet from the building or structure they serve, measured in a straight line from the nearest corner of the building, must first be approved by the board of adjustment as a variance.
- F. Off-street parking in planned unit developments shall comply with the requirements of this section except when a separate development plan incorporating alternate off-street parking provisions is reviewed by the planning commission and approved by the city council.
- G. Parking requirements shall apply to all zoning districts, except as specified herein. When more than one use is conducted on a single lot or parcel, parking shall be required for all uses, even though one use is accessory to another and the number of spaces required shall be a sum of the spaces required for the cumulative uses.
- H. All parking lot aisles shall be at least twenty (20) feet in width and all open parking areas shall contain snow storage or removal provisions adequate to the planning commission as determined by a majority vote of the commission.

Snow storage areas are recommended to be sized to approximately ten (10) percent of the total parking lot area.

Chapter 17.76 OFF-STREET PARKING AND LOADING REQUIREMENTS

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- B. In RC, C and I zoning districts, areas included in driveways or otherwise required to move cars in and out of parking spaces shall not be considered to meet off-street parking space requirements. Parking lot spaces shall be arranged in such a manner that vehicles will not back directly from an off-street parking space into a public right-of-way, except in the case of public alleyways, and no portion of a public right-of-way or easement shall be included as a portion of a parking lot except with the approval of the planning commission and the written permission of the owner(s) of record of the right-of-way or easement.
- C. Uses which are expanded or changed must appropriately adjust the number of parking spaces provided within ninety (90) days of the expansion or change of use.
- D. Each off-street parking lot containing more than fifty (50) parking spaces shall provide one or more landscaped areas, equal to five percent of the total parking lot area and dispersed within the parking area and which shall be a portion of the overall site landscaping requirement and shown on an appropriate landscaping plan.
- E. Residential off-street parking spaces shall be located on the same lot as the dwelling(s) they serve. All other required parking spaces located more than one thousand (1,000) feet from the building or structure they serve, measured in a straight line from the nearest corner of the building, must first be approved by the board of adjustment as a variance.
- F. Off-street parking in planned unit developments shall comply with the requirements of this section except when a separate development plan incorporating alternate off-street parking provisions is reviewed by the planning commission and approved by the city council.
- G. Parking requirements shall apply to all zoning districts, except as specified herein. When more than one use is conducted on a single lot or parcel, parking shall be required for all uses, even though one use is accessory to another and the number of spaces required shall be a sum of the spaces required for the cumulative uses.
- H. All parking lot aisles shall be at least twenty (20) feet in width and all open parking areas shall contain snow storage or removal provisions adequate to the planning commission as determined by a majority vote of the commission.

Snow storage areas are recommended to be sized to approximately ten (10) percent of the total parking lot area.

- I. Businesses that are a use by right in existing buildings in the TC zone and in the RC zone on 9th Street from Poplar Street to Harrison Avenue and Harrison Avenue from 2nd Street to 9th Street, including the side streets to the first alleys east and west of Harrison Avenue, shall not be required to provide off-street parking spaces.
- J. Any or all of the off-street parking requirements may be waived by the city council upon recommendation of the planning and zoning commission if deemed impractical or cost prohibitive to the applicant.
- K. If a public alley is adjacent to a property, any new required off-street parking spaces for the uses on that property shall be alley-loaded only, and new required off-street parking spaces shall not be accessed from a new driveway connection to an adjacent street. Any required off-street parking space on a property that is not adjacent to a public alley, or where the alley is not reasonably accessible from or to the property, shall be exempt from the alley-loaded requirement.

(Ord. 03-15 § 3; Ord. 99-8 § 1 (part): prior code § 17.19.010)

17.76.020 Off-street parking space requirements.

The following types of uses shall require the following number of off-street parking spaces, as a minimum requirement, for principal uses, ~~accessory dwelling units (ADU's) are exempt from the off-street parking requirements:~~

Table 3
Off-Street Parking Requirements

Uses	
<u>A. Single-family dwellings</u>	<u>Exempt</u>
<u>B. Accessory Dwelling Units</u>	<u>1/DU**</u>
<u>C. Two-family dwellings</u>	<u>1/DU**</u>
<u>D. A. Multiple-family dwellings, studio or one bedroom:</u>	<u>1/DU*</u>
<u>E. B. Multiple-family dwellings, more than one bedroom:</u>	<u>1/DU</u>
<u>F. C. Multiple-family for elderly, handicapped or disabled:</u>	<u>1.75/DU*</u>
<u>G. D. Lodgings:</u>	
–Motels, per unit:	1
–Hotels, per unit:	1
—Plus one employee parking space per each ten (10) units	
–Bed and Breakfasts, per unit (including approved, on-street parking plus one additional space for employees (regardless of actual number of employees).	1
<u>H. E. Retail and service facilities per four hundred (400) square feet of gross leasable area (GLA):</u>	<u>1</u>
<u>I. F. Shopping centers per one thousand (1,000) square feet of GLA:</u>	<u>1</u>
<u>J. G. General and professional offices per six hundred (600) square feet of GLA:</u>	<u>1</u>
<u>K. H. Restaurants and taverns per every four seats:</u>	<u>1</u>
<u>L. I. Auditoriums and public assembly facilities, per one hundred (100) square feet of floor area used for assembly or seating:</u>	<u>2</u>
<u>M. J. Business parks, per five hundred (500) square feet:</u>	<u>1</u>
<u>N. K. Industrial facilities per one thousand (1,000) square feet of floor area:</u>	<u>1.5</u>
<u>O. L. floor area for a wholesale establishment, warehouse, or rail or truck terminal:</u>	<u>7.5</u>

* DU = dwelling unit

**** Except in the Retail Core (RC) Zoning District.**

In the computation of parking spaces needed according to Table 3, all fractional spaces shall be rounded to the next higher number.

Requirements for types of buildings and uses not specifically enumerated herein shall be determined by the city council upon review and recommendation from the planning commission, based upon the requirements of comparable uses listed above and prevailing elsewhere in the surrounding area.

(Ord. 99-8 § 1 (part): prior code § 17.19.020)

(Ord. No. 2016-8, § 4, 11-1-16)

17.76.030 Off-street loading requirements.

For the purpose of providing for off-the-street loading and unloading of goods, buildings or structures to be built or substantially altered which receive or distribute materials and merchandise by truck shall provide and maintain off street loading berths in sufficient number to accommodate the needs of the particular use.

The minimum number of loading berths required, if the gross floor area of the building is less than ten thousand (10,000) square feet shall be one berth; if greater than ten thousand (10,000) square feet, the number of berths provided shall be one for each additional fifteen thousand (15,000) square feet, or fraction thereof, of gross floor area over and above the first ten thousand (10,000) square feet.

A loading berth shall contain, at a minimum, a space twelve (12) feet wide, thirty-five (35) feet in length and maintain a vertical clearance of at least fourteen (14) feet. Where the vehicle is routinely used for loading or unloading exceeds these dimensions, the planning commission may increase the required size of loading berths correspondingly by majority vote.

These off-street parking and loading berth requirements may be modified in accordance with the variance procedures of the board of adjustment.

(Ord. 99-8 § 1 (part): prior code § 17.19.030)