

## Chapter 14

### Off-Street Parking and Loading

This chapter sets standards for off-street parking and loading. Its intent, consistent with Policy 4.2.4 and other guidance from the *Town Plan*, is to minimize the area devoted to surface parking while still ensuring that there is a reasonable supply of parking, including spaces that can be safely used by those whose mobility or vision is impaired.

Minimizing the area devoted to surface parking will:

- protect watershed health, which may be adversely impacted by accelerated runoff from new impervious surfaces;
- conserve energy and make outdoor spaces more useable by moderating microclimatic extremes on intensively developed sites; and
- make it more pleasant to walk or cycle in Williston by contributing to streetscapes that are both comfortable and lively.

It is also specifically the intent of these standards to encourage shared parking arrangements, the use of parking structures, and the use of porous pavements.

#### 14.1 Applicability

**14.1.1 Do these standards apply to all development?** Yes. The standards adopted in this chapter apply to all development for which an administrative or discretionary permit is required by this bylaw. Existing and proposed parking and loading areas must be clearly shown on the plans submitted with any application for a permit.

**14.1.2 Do other requirements of this bylaw apply to off-street parking and loading areas?** Yes. Off-street parking and loading areas must comply with all relevant standards of this bylaw. Some particularly relevant standards are cited below.

14.1.2.1 Drainage/Stormwater. Chapter 29 of this bylaw sets standards for stormwater management that apply to off-street parking and loading areas.

14.1.2.2 Landscaping. See Chapter 23 and specifically WDB 23.5 for the landscaping requirements that apply to off-street parking and loading areas.

14.1.2.3 Snow Removal/Storage. WDB 16.6 sets standards for snow removal and storage that apply to off-street parking and loading areas.

**14.1.3 Do the motor vehicle parking minimums and maximums adopted here apply in the Taft Corners Form-Based Code Zoning District?** No. Refer to TCFBC Section 6 for required motor vehicle parking minimums and maximums in the TCFBC. All other provisions of this chapter, including parking area design, required bicycle and ADA parking, and adjustments to required parking minimums and maximums apply everywhere in Williston.

## 14.2 Off-Street Parking Requirements

**14.2.1 How many off-street parking spaces are permitted for a given use?** Table 14.A establishes the maximum number of off-street vehicle parking spaces that are allowed for typical land uses. The maximum allowed number of off-street parking spaces may be increased only on the basis of the criteria in 14.2.4, which allows adjustments for porous pavement, structured parking, additional accessible spaces, and special spaces for electric vehicle charging, shared vehicles, and carpool vehicles.

The minimum number of indoor and outdoor bicycle parking spaces and end-of-trip facilities is also established in Table 14.A. For uses that are not listed in the table, see WDB 14.2.3.

**14.2.2 Can parking be shared by uses that have different peak hours of operation?** Yes. In fact, this may be required. Different uses of land generate widely varying demand for parking at different times of day, days of the week, and months of the year. Retail, residential, office, institutional and entertainment uses are expected to share off-street parking spaces wherever possible.

14.2.2.1 Calculations. The DRB may, when reviewing a pre-application, require that shared parking calculations be made for any development that includes uses with potentially different peak periods of parking demand. Shared parking analyses may also be voluntarily submitted by adjoining landowners. In either case, the analysis shall be conducted using the shared parking methodology described in appendix J of this bylaw. In the review of an administrative permit that changes parking demand but does not otherwise call for a discretionary permit, like a change of use, the Zoning Administrator may require the submission of shared parking calculations before approving the permit.

14.2.2.2 Distance To. Shared off-street parking spaces shall be no more than 600 feet from a main entrance for customer parking and no more than 1000 feet from an employee entrance for employee parking.

14.2.2.3 Easement. Shared parking arrangements run with the land and must be honored by successors in interest. Failure to do so will be a violation of this bylaw, subject to enforcement as provided by WDB 7.4-7.6. Where different owners are involved in a shared parking arrangement, a draft easement providing for shared parking, including the number and location of the proposed shared spaces, must be submitted for review with the application for a discretionary permit. The signed easement, which must also specifically indicate how the costs of maintenance of the shared parking spaces will be shared, must be submitted with the final plans and recorded before a certificate of occupancy may be issued, as provided by WDB 7.3.

14.2.2.4 Accessible Spaces. Given the need for proximity to the use served, the accessible parking spaces required by Table 14.B may not be shared.

**14.2.3 What if a use is not listed in Table 14.A?** The maximum allowed number of off-street parking spaces shall be determined by the DRB or Administrator based on the similarity of the proposed use to one or more uses listed in Table 14.A and the Institute of Transportation Engineer's *Parking Generation*. The Administrator's determination of how many spaces are permitted is subject to appeal using the procedure for the appeal administrative permits provided by WDB 5.4 of this bylaw.

**Table 14.A – Parking Requirements**

<b>Land Use</b>	<b>Maximum Off-Street Motor Vehicle Parking Permitted</b>	<b>Minimum Bicycle Parking Required</b> <i>The DRB may permit an exception to the bicycle parking requirements as provided by WDB 14.8.5</i>	
	<b>Off-Street Motor Vehicle Spaces</b> <i>per 1000 SF gross floor area, unless otherwise specified</i>	<b>Total Bicycle Parking Spaces</b> <i>per maximum motor vehicle spaces, unless otherwise specified</i>	<b>Long Term Bicycle Parking Spaces</b> <i>per minimum required bicycle spaces, unless otherwise specified</i>
<b>Industrial Uses</b>	1.00	5% of vehicular; minimum 4	75%
<i>Industrial uses are very diverse. Use 1.00 spaces per 1000 SF GFA as a starting point. The actual requirement will be set by the Administrator or DRB.</i>			
<b>Residential Uses</b> <i>Parking spaces inside a garage, count toward this maximum.</i>			
One- and Two-Family Dwellings	no maximum	none	none
Accessory Dwellings	1-2.00 spaces; See WDB 17.1 and WDB 20.1	none	none
Multiple-Family Dwellings	2.00 per dwelling	10% of vehicular; minimum 4	1 per 4 units
Senior Housing (independent living)	1.00 per dwelling	5% of vehicular; minimum 4	1 per 8 units
Senior Housing (assisted living)	0.35 per dwelling	5% of vehicular; minimum 4	75%
<b>Lodging Uses</b>	1.00 per room	7% of vehicular; minimum 4	50%
<i>Conference space and restaurants should be accounted for separately.</i>			
<b>Recreational Uses</b>			
Health Club	5.00	10% of vehicular; minimum 4	50%
Other Recreational Uses	<i>Too diverse to list. Will require individual analysis</i>		
<b>Theaters, Places of Assembly</b>	0.25 per seat	7% of vehicular; minimum 4	none
<i>Includes churches, live and movie theaters, and similar gathering places. Associated offices and other spaces should be accounted for separately. Church schools should be accounted for separately.</i>			
<b>Educational and Health Care Uses</b>			
Child Care Centers, Pre-School	0.35 per student	10% of vehicular	75% of bicycle spaces
Schools, K-8	0.35 per student	30% of vehicular	20% of bicycle spaces
Schools, 9-12	0.35 per student	30% of vehicular	20% of bicycle spaces
Community Colleges	0.35 per student	30% of vehicular	20% of bicycle spaces
Libraries	4.25	30% of vehicular	20% of bicycle spaces
Hospitals, Clinics, Medical Offices	5.00	7% of vehicular	75% of bicycle spaces
Nursing Homes	1.50	5% of vehicular	75% of bicycle spaces
Veterinary Clinics	2.00	5% of vehicular	75% of bicycle spaces
<b>Office Uses</b>			
Office Building	3.50	7% of vehicular	50% of bicycle spaces
Offices w/ High Turnover	5.00	10% of vehicular	50% of bicycle spaces
<b>Retail Uses</b>			

**Table 14.A – Parking Requirements**

Land Use	Maximum Off-Street Motor Vehicle Parking Permitted	Minimum Bicycle Parking Required	
		<i>The DRB may permit an exception to the bicycle parking requirements as provided by WDB 14.8.5</i>	
	<b>Off-Street Motor Vehicle Spaces</b>	<b>Total Bicycle Parking Spaces</b>	<b>Long Term Bicycle Parking Spaces</b>
	<i>per 1000 SF gross floor area, unless otherwise specified</i>	<i>per maximum motor vehicle spaces, unless otherwise specified</i>	<i>per minimum required bicycle spaces, unless otherwise specified</i>
Convenience Stores	4.00	7% of vehicular	20% of bicycle spaces
Supermarket/Groceries	5.00	7% of vehicular	20% of bicycle spaces
Drugs	2.50	7% of vehicular	20% of bicycle spaces
Bulky Retail (furniture, lawn and garden)	3.00	7% of vehicular	20% of bicycle spaces
General Retail, Shopping Centers	4.00	7% of vehicular	20% of bicycle spaces
<b>Services</b>			
Banks	4.75	7% of vehicular	50% of bicycle spaces
Quality Restaurant	20.00	7% of vehicular	20% of bicycle spaces
Fast Food Restaurant (no drive-through)	15.00	7% of vehicular	20% of bicycle spaces

#### ***14.2.4 How could I increase the number of permitted off-street parking spaces?***

14.2.4.1 Build a Parking Structure or Solar Canopy. Consistent with Policy 4.2.3 of the *Comprehensive Plan* (which encourages the reduction of surface parking) developments may increase the number of permitted off-street parking spaces by 25% by providing a parking structure or energy-generating solar canopy. This incentive is available only where at least 30% of the off-street parking spaces required by Table 14.A are in the structure/s or solar canopy. All of the additional parking spaces permitted must be in the structure/s or solar canopy. Note also that there is a building height incentive for the provision of structured parking in the MUCZD, MURZD, BPZD, and TCZD.

14.2.4.2 Use Porous Pavement. Developments may increase the number of permitted off-street parking spaces by 15% by using porous pavement for a majority of all vehicular parking spaces required by Column A of Table 14.A. Porous pavement specifications must be approved by the Administrator, with the advice of the DPW.

14.2.4.3 Provide Spaces for Alternate Fuel Vehicles and Carpools. Off-street parking spaces that are dedicated to vehicles that operate primarily on alternative fuels (electric, hydrogen, natural gas, biodiesel) or that are dedicated to vehicles participating in a carpooling program may be permitted in addition to the maximum allowed parking or may be integrated into the total required number of parking spaces. These spaces must be clearly identified with a placard reserving their use for vehicles that operate primarily on alternative fuels or that are participating in a carpooling program.

14.2.4.4 Provide Documentation of Additional Parking Demand The DRB may, at its discretion, consider a study using the shared parking methodology in Appendix J of this bylaw showing that existing shared parking resources cannot serve demand created by the new development.

14.2.4.5 Provide Additional Accessible Spaces Some uses may require additional accessible (ADA) parking spaces. At the discretion of the DRB and based on testimony provided by the applicant, additional accessible spaces beyond the minimum required in Table 14.B may be added to a site without counting toward the allowable maximum number of parking spaces in Table 14.A.

#### ***14.2.5 What if I propose fewer motor vehicle spaces than the maximum allowed in Table 14.A?***

The stated intent of this chapter is “to minimize the area devoted to surface parking while still ensuring that there is a reasonable supply of parking.” At least 80% of the maximum number of parking spaces allowed in Table 14.A are required. When an application for an administrative or discretionary permit is made where the proposed amount of parking is less than 80% of the maximums allowed in Table 14.A, the DRB or Administrator will, before approving such an application, make written findings of fact that the proposal includes adequate parking based on one or more of the following criteria:

14.2.5.1 Be Close to Public Transit. The DRB or Administrator may permit a development that is within 2,500 feet of a bus stop to reduce the required number of off-street parking spaces to as little as 60% of the maximums in Table 14.A the major employer in the proposed development commits to active participation in a transportation management association.

14.2.5.2 Have On-Street Parking. The DRB or Administrator may permit a one-to-one (on-street for off-street) reduction in the required number of off-street parking spaces for on-street

parking that is available within 600 feet of a main entrance of the proposed development. This reduction of the number of off-street parking spaces may not, however, reduce the number of off-street parking spaces to fewer than 2 per Dwelling Unit Equivalent (DUe) as defined in WDB 19. In considering the offset for nearby public parking, the DRB or Administrator shall require a shared parking analysis of the street spaces following the method described in appendix J of this bylaw.

14.2.5.3 Shared Parking. The number of off-street parking spaces required for a particular use may be reduced by a shared parking study required by WDB 14.2.2 and described in Appendix J of this bylaw.

14.2.5.4 Residential Development. Pursuant to 24 V.S.A. §4414 (4) No more than 1.5 parking spaces per dwelling for duplexes and multiunit dwellings may be required in areas that are either outside the Sewer Service Area or more than one-quarter mile from public parking. Within the Sewer Service Area and within one-quarter mile of public parking for all residential development, no more than one parking space per dwelling may be required.

**14.2.6 *Can I reduce the area used for parking by using smaller spaces for compact cars?*** Yes. The DRB may permit compact car spaces (see Table 14.C for the dimensions) to comprise as many as 25% of the off-street parking spaces required by Table 14.A. These spaces shall be clearly identified by a sign and/or pavement marking that says “Compact Car Only.”

**14.2.7 *Where must off-street parking spaces be located?***

14.2.7.1 Ownership. Off-street parking spaces shall be provided on the same lot or parcel and under the same ownership as the use they serve, except where a shared parking arrangement is required or permitted by WDB 14.2.2.

14.2.7.2 Distance: Nonresidential. The off-street parking spaces serving nonresidential developments must be within 600 feet of a main entrance for uses requiring customer parking and within 1,000 feet of an employee entrance for employee parking.

14.2.7.3 Distance: Residential. The off-street parking space/s serving a dwelling must be within 100 feet of the principal entrance to that dwelling. The DRB may allow a longer distance between parking and a dwelling in mixed-use developments.

**14.2.8 *Can I install a solar canopy?*** Yes. The use of solar canopy (covered structure over parking area mounted with a solar array) is allowed and is supported by the Williston Energy Plan.

14.2.8.2 Permit requirements. An administrative permit is not required for solar canopies.

14.2.8.1 Setback relief. Solar canopies are allowed within setbacks but must be setback 3 feet from the property line to allow for maintenance without going onto an adjoining parcel.

14.2.8.2 Design Review. A solar canopy is not subject to design review standards.

**14.3 Accessible Parking.** Note that these requirements are more demanding in some ways than those of the Americans with Disabilities Act (ADA).

**14.3.1** *What is the minimum required number of accessible off-street parking spaces?* See Table 14.B:

<b>Table 14.B – Required Number of Accessible Off-Street Parking Spaces</b>	
<b>Total Number of Spaces</b>	<b>Minimum Number of Accessible Spaces</b>
1-25	1
26-50	2
51-75	3
76-100	4
101-150	5
151-200	6
greater than 200 spaces	6+ 2% of the spaces greater than 100 rounded to the nearest whole number

**14.3.2** *Don't some uses need more or fewer accessible off-street parking spaces?* The DRB may find that a development needs more or fewer accessible off-street parking spaces than are required by Table 14.B and modify the requirements of that table accordingly. The DRB's action must still be consistent with the ADA. Examples of developments for which a modification may be appropriate include:

14.3.2.1 Hospitals and Medical Offices: at least 10% of the off-street parking spaces serving visitors and patients must be accessible. Specialty medical offices serving persons with mobility impairments may need as many as 20% accessible spaces.

14.3.2.2 Developments with Valet Parking: No accessible off-street spaces are required in parking areas used for valet parking. An accessible passenger loading zone is required.

14.3.2.3 Industrial Uses. Industrial uses may be permitted to meet the ADA standards – which are somewhat lower - for the required numbers of accessible off-street parking spaces.

**14.3.3** *Where should accessible off-street parking spaces be located?* Accessible off-street parking spaces and the routes between those spaces and the buildings or other destinations they serve must be clearly identified on the plans submitted with applications for permits.

14.3.3.1 Location of Accessible Routes. There must be a clearly marked accessible route that meets all ADA standards between the accessible off-street parking space required by Table 14.B and an accessible building entrance or other destination. Where a development has multiple accessible entrances or destinations, the required accessible off-street parking spaces should be dispersed and located near each accessible entrance.

14.3.3.2 Design of Accessible Routes. Accessible routes must be as short as reasonably possible, safe and convenient for people with mobility and visual impairments. Accessible routes should not cross aisles, driveways, or any other part of the vehicular circulation system on the site. The DRB may, however, permit an exception to this standard where physical constraints like difficult terrain or existing development make compliance infeasible.

## 14.4 Dimensional Standards

**14.4.1 What are the minimum required dimensions of off-street parking spaces?** The dimensional standards for off-street parking spaces appear in Table 14.C.

Table 14.C - Minimum Parking Space Dimensions					
Angle of Parking Space	Width of Space	Length of Space	Width of Angled Space	Length of Angled Space	Minimum Back-Up Length
STANDARD SPACES					
Parallel Parking	9.0'	22.0'	-	-	-
45° Angle	9.0'	20.0'	12.7'	20.5'	15.0'
60° Angle	9.0'	20.0'	10.4'	21.8'	18.0'
90° Angle	9.0'	20.0'	9.0'	20.0'	20.0'
Minimum aisle width (one-way)			10'		
Minimum aisle width (two-way)			20'		
COMPACT SPACES					
Parallel Parking	8.0'	20.0'	-	-	-
45° Angle	8.0'	18.0'	11.2'	18.3'	13.0'
60° Angle	8.0'	18.0'	9.2'	14.8'	15.0'
90° Angle	8.0'	18.0'	8.0'	18.0'	20.0'

**14.4.2 What are the minimum required dimensions for accessible off-street parking spaces and the associated aisles?** Accessible off-street parking spaces must be designed to accommodate vans. They shall be at least nine feet (9') wide with an adjacent aisle at least eight feet (8') wide. A sidewalk may be used as an access aisle for end spaces.

14.4.2.1 Shared Aisles. Accessible off-street parking spaces may share an access aisle by using front-in and back-in parking.

14.4.2.2 Obstructions. Planters, curbs, wheel stops, and similar installations, including cars overhanging a sidewalk, must not obstruct accessible routes. There shall be no snow storage along accessible routes.

14.4.2.3 Grade. The aisle serving an accessible off-street parking space must be level with that space, with a grade that does not exceed 1:50 (2%) in any direction.

14.4.2.4 Curb Ramps. Curb ramps must be located outside the aisle and parking space. To put it another way, accessible parking spaces and the adjacent aisles must be level and on the same grade. Grade changes (ramps) must be built into the adjacent sidewalk.

14.4.2.5 Signs/Pavement Markings. Accessible off-street parking spaces must be marked by a sign showing the standard symbol of accessibility. This sign must be affixed to a post or a



building where it will be clearly visible from a vehicle searching for accessible parking spaces. Aisles must be marked with contrasting stripes or hatching on the pavement.

## **14.5 Off-Street Loading**

***14.5.1 Where are off-street passenger loading areas required?*** Off-street passenger loading areas shall be provided as explained below.

14.5.1.1 Institutional and Entertainment Uses. Day care centers, theaters, schools, and other places for public assembly must provide at least one safe off-street passenger loading area. The DRB may require additional off-street loading passenger loading areas for institutional and entertainment uses that have more than one principal entrance.

14.5.1.2 Other Uses. The DRB may require that any other use which adjoins an arterial or collector road provide a safe, off-street passenger loading area.

***14.5.2 Where are off-street freight loading areas required?*** Safe off-street freight loading areas must be provided for commercial and industrial development buildings that include more than 10,000 SF GFA. At least one off-street freight loading area of at least 600 square feet shall be provided, along with one additional off-street freight loading area for each additional 20,000 square feet of GFA.

**14.6 Access to Off-Street Parking and Loading Areas.** Chapter 13 of this bylaw establishes standards for all points of access, including those to parking and loading areas.

**14.7 Circulation within Off-Street Parking Areas.** The pattern of circulation in off-street parking areas shall provide safe and efficient access to individual parking spaces, protect pedestrians moving through the parking area, and facilitate safe access to adjoining roads.

***14.7.1 Are there minimum aisle widths for parking areas?*** Yes. The minimum aisle widths are included in Table 14.C, which also provides dimensional standards for parking spaces.

***14.7.2 Must directional signs and/or pavement markings be provided in parking areas?*** Yes. Directional signs and pavement markings shall be used to guide traffic through parking areas and structures.

***14.7.3 How must pedestrian access around, through, and to parking areas be provided?***

14.7.3.1 Around. There shall be safe pedestrian access in the form of sidewalks around all parking and loading areas. The DRB may permit the use of a recreation path or other pedestrian way as an alternative to a sidewalk.

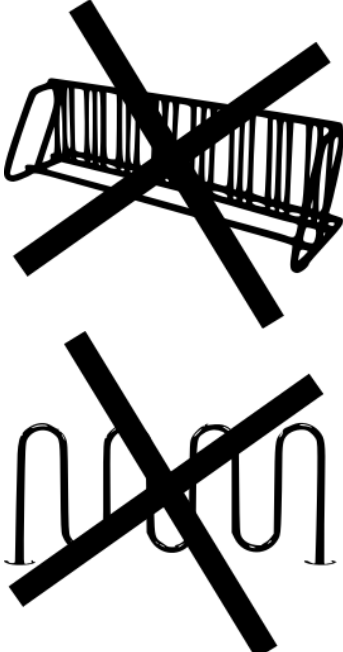
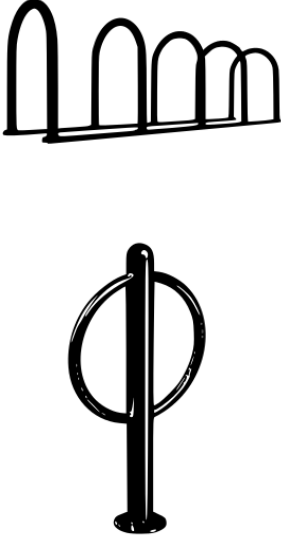
14.7.3.2 To. Accessible routes must be provided from parking areas to the building/s of other destinations they serve. WDB 14.3 provides standards for accessible routes.

14.7.3.3 Through. The DRB will require that safe pedestrian access be provided through large parking areas.

**14.8 Bicycle Parking.** Proposed bicycle parking must be shown on the plans submitted with an application for a permit.

**14.8.1 How many bicycle parking spaces are required?** Table 14.A gives the minimum number of required total and long-term bicycle parking spaces for typical uses. There is no maximum.

**14.8.2 What is a short-term bicycle parking space?** A short-term bicycle parking space is a space in a bicycle rack that is large enough to accommodate a bicycle (approximately two by six feet), permits the locking of the bicycle frame and one wheel to the rack, and supports the bicycle in a stable position without damage.

Racks like this <b>do not meet</b> the requirements of WDB 14.8.2	Racks like this <b>meet</b> the requirements of WDB 14.8.2
	

**14.8.3 Are there design standards for short-term bicycle parking?** Yes. Short term bicycle parking must be as visible, as well lit, and as convenient for cyclists as the vehicular parking on the site is for drivers.

14.8.3.1 Visibility. Short-term bicycle parking or a directional sign leading to it shall be visible from the principal entrance of the building it serves. Short term bicycle parking serving buildings with multiple entrances shall be dispersed so that it serves every principal entrance. Short term bicycle parking will ideally be within 50 feet of the building entrance.

14.8.3.2 Security. Bicycle racks shall be securely anchored to the ground, allow the bicycle wheel and frame to be locked to the rack with a U-lock, and be in a well-lit, highly visible location.

14.8.3.3 Paving. Short-term bicycle parking shall be on a paved surface.

**14.8.4 What is a long-term bicycle parking space?** A long-term bicycle parking space provides secure storage in a bicycle locker or a bicycle storage room or enclosure. These facilities must protect the entire bicycle, including its components and accessories against theft and the weather. They must also include a clothes storage locker that has a minimum size of 12” wide, 18” deep, and 36” high. Lockers do not need to be in the same location as the long-term bicycle parking space. The required

number of long-term bicycle parking spaces is given as a percentage of the required number of total bicycle parking spaces and is listed in of Table 14.A.

**14.8.5 Can the number of required bicycle parking spaces be reduced?** The DRB or Administrator may reduce the bicycle parking requirements adopted in this chapter when they make a finding, based on testimony and evidence presented by the applicant, that the location and/or nature of the proposed development make the use of bicycles highly unlikely.

## 14.9 End-of-Trip Facilities

**14.9.1 Why are end-of-trip facilities required?** End-of-trip facilities are an important element in long range strategies to reduce energy consumption and dependence on nonrenewable energy resources. Few people can ride a bicycle even a modest distance to work if there is not a place to shower and change.

**14.9.2 What end-of-trip facilities are required for developments?** End-of-trip facilities include showers and a changing area. Facilities must be provided on-site or via an agreement with a nearby (within 300 feet) use. Table 14.D outlines the minimum number of required end-of-trip facilities based on the number of long-term bicycle parking spaces required.

Table 14.D - Shower and Changing Facilities	
Required Long Term Bike Parking Spaces	Minimum Number of Required Shower and Changing Facilities
1-3	1
4- 17	2
18-30	4
30+	6

**14.9.3 When are end-of-trip facilities required?** Many developments in Williston were constructed before bicycle parking and end-of-trip facilities were required. In addition to being required whenever vehicle parking areas are proposed to be constructed as part of new development or expanded when existing development is modified, end-of-trip facilities may be required by the DRB or Administrator as part of extensive interior fit-ups or remodels of existing commercial spaces. In making this determination, the DRB or Administrator will consider the estimated cost of the modifications and the relative cost of adding the end-of-trip facility. Where the estimated additional cost of adding an end-of-trip facility exceeds 5% of the estimated total project cost, the DRB may waive the end-of-trip facility requirement, after making findings regarding the relative difficulty of adding an end-of -trip facility and in consideration of the overall project size.