

SECTION 17: OFF-STREET PARKING AND LOADING

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Subdivision 1: Purpose

It is the purpose of this section to provide for the regulation of and design standards for off-street parking facilities within the City, to minimize congestion on the public right-of-ways, and to maximize the safety and general welfare of the public.

Subdivision 2: Scope of Regulations

The off-street parking requirements and off-street loading requirements of this Section shall apply within all zoning districts, unless specifically exempted or restricted within a particular zoning district as provided for within this Ordinance.

Subdivision 3: Calculating Space

- A. Where calculations result in requiring a fractional space, and fraction less than one-half (1/2) shall be disregarded and any fraction of one-half (1/2) or more shall require one space.
- B. The term "floor area" for the purpose of calculating the number of off-street parking spaces required shall be determined on the basis of the gross floor area dimensions of the building structure or use.
- C. Should a building or structure contain two (2) or more types of uses, each shall be calculated separately for determining the total off-street parking spaces required.
- D. The parking requirements for a use not specifically mentioned herein shall be the same as required for a use of similar nature as determined by the Zoning Administrator.

Subdivision 4: Site Plan

All Site Plans submitted must meet Site Plan criteria outlined in Section 19.

Subdivision 5: Site Plan Parking Area Design Criteria

Upon review by the Planning Commission and approval by the City Council, the plan for off-street parking shall meet the following site design standards:

- A. Surfacing. All areas devoted for parking space and driveways shall be surfaced with asphalt, concrete, or other surface materials, as approved by the City Engineer, suitable to control dust and drainage. All parking areas shall be designed to control surface runoff to adjacent properties either with curbing or grading techniques.

- B. Lighting. Any lighting used to illuminate off-street parking areas shall be directed away from abutting property and public right-of-way. Lighting shall be provided in accordance with the regulations as provided in Section 14 of this Ordinance.
- C. Visibility. No sign shall be so located as to restrict the sight, orderly operation, and traffic movement within any parking area.
- D. Curbing. Except for single-family dwellings, two-family dwellings, and townhouses, all parking areas located in the R-1, R-2, R-3, and R-4 as well as B-1, B-2, B-3, CBT, RC, I-1, or S-1 zoning districts must have curb and gutter around the perimeter of the parking lot.
- E. Striping. All parking stalls shall be marked with either yellow or white painted lines not less than four (4) wide.

Subdivision 6: Reduction and Use of Parking and Loading Space

- A. Off-street parking and loading facilities provided to comply with the provisions of this Ordinance shall not subsequently be reduced below the requirements of this Ordinance. No change of use or occupancy of land, or of use or occupancy of any building shall be made until there is furnished sufficient parking and loading spaces as required by this Section. In such case where reconstruction enlarges bulk or floor area or other such measurable unit prescribed in this Ordinance, parking and loading facilities shall be provided for that measurable unit beyond the original use of the structure.
- B. Landbanked Parking. The city may permit a reduction in the number of required parking stalls for commercial, industrial, or institutional uses when approved as a conditional use permit. Approval to permit a reduction in the number of parking stalls shall be at the discretion of the Planning Commission and City Council. If such a reduction is permitted, the Planning Commission and City Council shall require that sufficient area on the property be held in reserve for potential future development of off-street parking area. Application for landbanked parking is subject to the following:
 - 1. The application for reduction shall be accompanied by supporting data demonstrating that the parking requirements of the proposed use will be less than the parking required under Subd. 11, Number of Required Parking Spaces, during the peak demand period.
 - 2. Additional factors to be considered when reviewing the proposed parking demand shall include, but are not limited to:
 - a. Size of building;
 - b. Type and use of building;
 - c. Number of employees;
 - d. Projected volume and turnover of employee and/or customer traffic;
 - e. Project frequency and volume of delivery and/or service vehicles;
 - f. Number of company owned vehicles; and
 - g. Number of vehicles stored on site
 - 3. In no case, shall the amount of parking provided on the site be less than one-half (1/2) of the amount of parking required by ordinance.
 - 4. The property owner and/or petitioner shall demonstrate that the site has sufficient property under the same ownership to accommodate the expansion of parking facilities to meet the minimum requirements of this section if parking demand exceeds supply in the future. The location of future parking areas shall be shown on the site plan. Landscaping, engineering, and photometric plans shall also be labeled and submitted for the proposed landbanked parking area.
 - 5. A landbanked parking agreement or a developer's agreement shall be entered into by the applicant and the City and recorded against the subject property. Such agreement shall stipulate that upon written notice by the City Planner or Community Development Director, the owner of the property shall construct the required parking spaces should additional parking stalls be necessary to accommodate the use.
 - 6. A change of use will necessitate compliance with the applicable zoning ordinance standards for parking.
 - 7. Landbanked parking areas shall not count towards the minimum landscaped area or green space required on the site.
 - 8. On-site parking shall be located in areas designed and constructed for parking areas in accordance with this section. Landbanked parking areas shall be maintained as green space and shall be seeded or sodded. No permanent buildings shall be located within the landbanked parking area.

Subdivision 7: Maintenance

It shall be the joint responsibility of the lessee and/or owner of the principal use or building to maintain in a neat and adequate manner, the parking area, striping, landscaping, parking signage, and screening.

Subdivision 8: Stall, Aisle and Driveway Design

- A. Except in the case of single family dwellings, two-family dwellings, and townhouses, parking areas shall be designed so that circulation between parking aisles or driveways occurs within the designated parking lot and does not depend upon a public street or alley, and such design does not require backing into the public street.
- B. Except in the case of single family and two-family dwellings, and townhouses, parking areas shall comply with the following standards:

TABLE 9: Parking Lot and Parking Stall Dimensions

Angle of Parking	Stall Width	Curb Length Per Car	Stall Length	Aisle Width One Way	Aisle Width Two Way
90 degrees	9 feet	9 feet	19 feet	26 feet	26 feet
75 degrees	9 feet	9 feet	20 feet	23 feet	24 feet
60 degrees	9 feet	10 feet	22 feet	18 feet	24 feet
45 degrees	9 feet	12 feet	25 feet	13 feet	24 feet
0 degrees	9 feet	22 feet	19 feet	12 feet	24 feet

- C. All parking spaces shall be served by access aisle or driveway connections to a public right-of-way.

Subdivision 9: Handicapped Parking Requirements

The number of handicapped parking stalls required shall be in accordance with the following table:

TABLE 10: Required Number of Handicapped Parking Spaces

Total Number of Parking Spaces in Lot	Required Minimum Number of Accessible Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1000	2 percent of total
More than 1,000	20 plus 1 for each 100 spaces over 1,000

Source: 2000 International Building Code

- A. Each designated handicapped space shall be eight (8) feet in width with an adjacent five (5) foot wide access aisle. Total space width of thirteen (13) feet.
- B. A designated van accessible space shall be eight (8) feet in width with an adjacent access aisle totaling eight (8) feet in width. Total space width of sixteen (16) feet.
- C. Designated handicapped spaces shall be provided along an accessible route located as near as possible to an accessible entrance.

- D. Each space shall contain signage with the international symbol of accessibility. Indicating that a permit is required and notifying of a two hundred (200) dollar maximum fine for violation.

Subdivision 10: Number of Required Parking Spaces

The following minimum number of off-street parking and loading spaces shall be provided and maintained:

TABLE 11: Required Number of Parking Spaces by Use

Residential Uses

Single-family residential	2 car attached garage
Two-family residential	2 car attached garage per dwelling unit
Senior housing	2 spaces per dwelling unit, 1 enclosed space
Multiple-family residential	2 car attached garage per dwelling unit
Multiple-family residential (apartments)	2 spaces per dwelling unit, 1 enclosed space and .25 guest spaces per unit
Multiple-family residential - CBD	1space for a 1-bedroom/studio and 2 spaces for a 2-bedroom or greater

Institutional Uses

Auditorium, stadium, gymnasium, community centers, and religious institutions	1 space for each 4 permanent sets in the largest place of assembly plus 1 space for each 250 sq/ft of gross office area
Hospitals, rest homes, nursing homes, etc.	1 for each 4 beds plus one space per 2 employees on the major shift
Schools	Elementary and Middle School: 1 space for each classroom and 1 space per 20 students. High School: 1 space per classroom and 1 space per 7 students. (<i>Ord. No. 578</i>)

Commercial Uses

Automobile car wash	5 spaces plus 5 additional spaces for each wash lane
Animal hospitals and kennels	6 spaces plus 1 space for each 200 sq/ft of gross floor area over 1,000 sq/ft
Archery range, golf driving range	1 space for each driving tee or target lane
Automobile service station	3 for each service stall and 1 for each attendant on the peak shift
Bowling alleys	5 spaces for each lane or alley
Carry-out restaurants	5 spaces for carry-out service only
Drive-thru facility	Four (4) stacking spaces per drive-thru lane.
Fast food, drive-thru restaurants	1 space for every 3 seats and 1 space for every employee on the peak shift, plus stacking space for 6 vehicles per service lane
Funeral home	1 space per 50 sq/ft of gross floor area
Garden supply, building supply, landscaping center	4 spaces per 1,000 sq/ft of indoor sales/service area, plus 1 space per 1,000 sq/ft of greenhouse or outdoor display area, plus 1 space for each employee on the major shift
Golf course	3 spaces per hole, plus any spaces required for other uses which are a part of the facility
Marine, automobile, and recreational vehicle sales	1 space for each 400 sq/ft of floor area for the first 25,000 sq/ft and 1 space for each 600 sq/ft thereafter
Miniature golf	1.5 spaces per hole

Motel, hotel	1 space per sleeping unit, plus 1 additional space for every 10 sleeping units, and 1 space per employee on the peak shift
Office building, professional office, banks	1 space for each 250 sq/ft of gross floor area, plus stacking space for 4 vehicles for bank teller lanes
Open sales lot	1 space for every 1,000 square feet of outdoor sales area
Retail establishments	1 space for each 250 sq/ft of gross floor area
Sit-down restaurants	1 space for every 3 seats and 1 space for each employee on the peak shift
Skating rink, dance hall	1 space for each 200 sq/ft of gross floor area
Theater	1 space per 4 seats

Industrial Uses

Manufacturing, assembly, processing, research, experimental or testing stations	1.25 spaces for each employee on the major shift or 1 space for each 500 sq/ft whichever is greater (<i>Ord. No. 617</i>)
Wholesale business establishments	1.25 spaces for each employee on the major shift plus 1 space for each company vehicle
Warehouse / Storage	1 space per 1,500 square feet of floor area (<i>Ord. No. 617</i>)

Subdivision 11: Shared Parking Facilities

- A. **Purpose.** The purpose of this subdivision is to:
1. Allow for a reduction in the total number of parking spaces required for certain properties in such cases where a mix of adjacent land uses have varying peak periods of parking demand;
 2. To reduce the overall amount of impervious surfaces, specifically the amount of land devoted to surface parking; and
 3. To support the goals and objectives for the “D-1” Downtown Overlay District, to include:
 - a. Encouraging compact, coordinated development that makes efficient use of the limited land area within the district;
 - b. Promote and protect pedestrian movements within the area; and
 - c. Improve accessibility and mobility to common destinations for all uses of various modes of transportation.
- B. **Applicability.** For any change in use, the applicant may evaluate the feasibility of shared parking arrangements as part of an application where:
1. The proposed use is located within the following zoning districts:
 - a. “D-1” Downtown Overlay District;
 - b. “B-2” General Business District (GBD);
 - c. “B-3” Neighborhood Business District (NBD); or
 - d. “PUD” Planned Unit Development District.
 2. Where the number of parking spaces proposed by the applicant that will be sharing spaces, is more than ten (10) percent of or more than ten (10) parking spaces greater than the minimum number of parking spaces required by this Section, whichever is greater.
- C. **General Provisions.**
1. Upon recommendation of the Planning Commission and approval by the City Council, shared parking is permitted between two or more uses to satisfy all or a portion of the minimum off-street parking requirements.
 2. Shared parking is permitted between different categories of uses or uses with different hours of operation.
 3. A use for which an application is being made for shared parking shall be located within four hundred (400) feet of such parking facility.
 4. The reductions to the parking permitted through shared use of parking shall be determined as a percentage of the minimum parking requirement as modified by the reductions permitted in the Schedule of Shared Parking Calculations.

5. If the Zoning Administrator determines that one or all of the land uses proposing to make use of shared parking facilities do not conform to one of the general land use classifications in the Schedule of Shared Parking Calculations, then the petitioner shall submit sufficient data to indicate that there is not substantial conflict in the principal or peak operating hours of the uses.
6. An agreement providing for the shared use of parking, executed by the parties involved, shall be filed with the City and approved by the City Attorney. Shared parking privileges shall continue in effect as long as the agreement, binding on all parties, remains in force. If the agreement is no longer in force; parking shall be provided as otherwise required by this Section. Such parking agreement shall be recorded by the property owner with the County Recorder's Office, and a copy of such filing shall be provided to the Zoning Administrator.

D. Calculation of Parking Requirements for Shared Parking between different categories of uses or uses with different hours of operation.

1. Shared parking between different categories of uses or Uses with different hours of operation may share parking as follows:

TABLE 12: Schedule of Shared Parking Calculations

Land Use Classification	Weekdays			Weekend		
	12 a.m. to 7:00 a.m.	7:00 a.m. to 6:00 p.m.	6:00 p.m. to 12:00 a.m.	12 a.m. to 7:00 a.m.	7:00 a.m. to 6:00 p.m.	6:00 p.m. to 12:00 a.m.
Commercial / Retail	5%	80%	90%	5%	100%	60%
Day Care Centers	5%	100%	10%	0%	20%	5%
Entertainment / Recreation	10%	40%	100%	65%	80%	100%
Hotel	100%	65%	100%	100%	65%	100%
Office / Industrial	5%	100%	5%	0%	10%	5%
Restaurant	10%	50%	100%	50%	65%	100%

2. Multiply the minimum parking required for each individual use, as provided within Subdivision 10 of this Section, by the appropriate percentage indicated in the above Table for each of the six (6) designated time periods; then add the resulting sums for each of the six (6) columns. The minimum shared parking requirement shall be the highest sum among the six (6) columns resulting from the calculations above.

E. Shared Parking for Uses of the Same Type.

1. The City Council may authorize shared parking arrangements between two (2) or more uses having the same or overlapping operating hours, allowing reductions in the total minimum number of required parking spaces as follows:
 - a. Up to twenty (20) percent reduction in the total number of required parking spaces for four (4) or more separate establishments;
 - b. A fifteen (15) percent reduction in the total number of required spaces for three (3) establishments; and
 - c. A ten (10) percent reduction in the total minimum number of required spaces for two (2) establishments.
2. No reductions to the parking requirement shall be made if the proposed business establishments have previously received a reduction through the provisions for shared parking under item D as presented above.
3. The establishments for which the application is being made for shared parking shall be located within four hundred (400) feet of the parking facility. The parking facility shall be located in one of the zoning districts as designated in Item B of this Subdivision.
4. The reductions to parking quantities allowed through shared parking shall be determined as a percentage of the minimum parking requirements as provided within this Section.
5. New business establishments seeking to meet parking requirements by becoming part of an existing shared parking arrangement shall provide the Zoning Administrator with an amendment to the agreement stating their inclusion in the shared parking facility or area.

- F. Written Agreement between Property Owners to Share Parking.
1. Where an application for an interim use permit for which shared parking is proposed includes two (2) or more separately owned properties and the Zoning Administrator has made a determination of the minimum number of required parking spaces for each of the applicable properties and uses, the City shall require that the owners of the properties enter into a legal agreement guaranteeing access to, use of, and management of designated shared parking spaces. The agreement shall be in a form approved by the City Attorney, included as a condition of the Interim Use Permit, and enforceable by the City of Isanti.
 2. Where an application for an interim use permit for which shared parking is proposed includes two (2) or more properties owned by the same property owner and the Zoning Administrator has made a determination of the minimum number of required parking spaces for the applicable properties and uses, the Zoning Administrator shall require that the owner of the properties enter into a legal agreement with the City of Isanti guaranteeing access to, use of, and management of designated shared parking spaces. The agreement shall be in a form approved by the City Attorney, included as a condition of the Interim Use Permit, and enforceable by the City of Isanti.
- G. Shared Parking Plan.
1. The Zoning Administrator may require an applicant for an interim use permit that incorporates shared parking to submit a shared parking plan. Such plan shall be included as an addendum to a site plan and shall be drawn to the same scale. A shared parking plan includes one or more of the following:
 - a. A site plan showing parking spaces intended for shared parking and their proximity to the uses they shall serve.
 - b. A signage plan that directs drivers to the most convenient parking areas for each particular use or group of uses, if such distinctions can be made.
 - c. A pedestrian circulation plan that shows connections and walkways between parking area and the land uses that they serve.
 2. The shared parking plan shall satisfy the following standards, as applicable:
 - a. Shared spaces shall be located within four hundred (400) feet of the entrances they serve.
 - b. Clearly delineated and direct pedestrian connections must be provided from the shared parking area(s) to the building entrances.
 - c. Pedestrians shall not be required to cross an arterial or collector street to access shared parking facilities except at a signalized intersection along a clearly defined pedestrian pathway.

Subdivision 12: Off-Street Loading Facilities

Loading space required under this Section shall be at least seventy (70) feet long and ten (10) feet wide. Every lot used for commercial or industrial purposes and having a building or buildings with a total floor area of at least ten thousand (10,000) square feet and every lot used for office or research purposes on which there is a building or buildings having a total floor area of at least thirty thousand (30,000) square feet, shall be provided with an off-street loading space. An additional off-street loading space shall be required for lots used for commercial or industrial purposes where the floor area of all buildings exceeds one hundred thousand (100,000) square feet. For those uses identified in Subd. 10, the requirements set forth in that subdivision shall apply.

- A. Auditorium, stadium, gymnasium, community centers and religious institutions. One (1) for each structure over 100,000 square feet of gross floor area.
- B. Hospitals, rest homes, nursing homes, etc. One (1) space for every 100,000 square feet of gross floor area.
- C. Commercial uses, to included, sales and retail, supply and landscape center. One (1) space for the first 10,000 square feet of gross floor area and one (1) space for each 50,000 square feet of gross floor area.
- D. Bowling alleys. One (1) space for each structure over 20,000 square feet in gross floor area.
- E. Furniture, automobile, marine, and appliance sales. One (1) space plus one (1) additional space for each 25,000 square feet of gross floor area.

- F. Office buildings, professional offices, banks. One (1) space for buildings between 30,000 square feet and 100,000 square feet of gross floor area and one (1) space for each additional 100,000 square feet of gross floor area.
- G. Restaurants and other food dispensing establishments (except drive-ins). One (1) space for each structure over 10,000 square feet of gross floor area.
- H. Industrial uses. One (1) space for each structure over 100,000 square feet of gross floor area and two (2) spaces for each structure over 100,000 square feet of gross floor area.

Subdivision 13: Central Loading

Central loading facilities may be substituted for loading berths on the individual zoning lots provided the following conditions are fulfilled:

- A. Each zoning lot served shall have direct access to the central loading area without crossing streets or alleys at grade.
- B. Total berths provided shall meet the requirements based on the sum of the several types of uses served. (Total area of uses may be summed before computing number of loading berths.)
- C. No zoning lot served shall be more than 500 feet removed from the central loading zone area.
- D. The tunnel or ramp connecting the central loading area with the zoning lot served shall not be less than seven (7) feet in width and have a clearance of not less than seven (7) feet.

Subdivision 14: Bicycle Parking Requirements

The objectives for the provision of bicycle parking are to encourage the use of bicycles for personal transportation as an alternative to motor vehicle use as well as to provide convenient bicycle access to employment centers, commercial and business areas, and other travel destinations.

- A. Location of Bicycle Racks
 - 1. For proposed new developments and/or changes in use for existing structures located within commercial and high density residential zoning districts, bicycle parking facilities shall be required.
 - 2. Bicycle parking facilities shall be located in a safe and convenient location. The facility shall be clearly designated. The design and location of the bicycle parking area shall be harmonious with the surrounding environment and shall be at least as convenient as the auto parking spaces provided. Whenever possible, bicycle parking facilities shall be located within fifty feet (50') of a building entrance. If there is no feasible location within fifty feet (50'), then an alternate location may be utilized upon approval of the Community Development Director or designee.
- B. Size

The size of each bicycle parking space shall be at least two feet (2') by six feet (6') long with an access aisle of five feet (5') and a vertical clearance of at least six feet (6').
- C. Types permitted

A two-point support is required. Structures shall be designed to accommodate a U-shaped locking device. All lockers or racks shall be securely anchored to the ground or the building structure to prevent the removal of racks and/or lockers from the location. Such facilities shall be designed and maintained to be mud and dust free. Racks must fully support the bike and shall be free of any sharp edges or features that may be hazardous to pedestrians.
- D. Required number of bicycle parking spaces
 - 1. Bicycle parking shall be required for all new construction or upon a change in use that results in the requirement of additional off-street motor vehicle parking spaces. For expansions or changes in use, required parking shall be based upon the extra amount needed by the addition or change, not for the entire development.
 - 2. The number of required parking spaces shall be determined according to the following standards:

TABLE 13: Required Bike Parking Spaces

Required Car Parking	Required Bike Parking
< or = to 20	1
21-40	2
41-60	3
61-80	4
81-100	5
101+	5 + 5% of amount over 100

Subdivision 15: Residential Parking Requirements

A. Permit Requirements.

Unless having been issued a building permit for new residential home construction, all new driveway construction, re-construction or alteration, driveway extensions or parking area construction for vehicles and equipment stored outside must file and receive zoning permit approval by the Zoning Administrator or their designee.

B. Driveway Requirements.

1. All driveways shall be surfaced with concrete, bituminous, asphalt, or driveway paver systems with a minimum thickness of 60 mm 2 3/8 inch with gaps not to exceed ¼ of an inch.
 2. Driveways shall not be installed over curb stops or other utility service lines unless a written agreement authorizing such installation is entered into by the property owner and the City of Isanti. (*Ord. No. 601*)
 3. Driveways shall be installed within one (1) year of building permit issuance, if due to climate weather conditions this is not feasible; an escrow amount is required to differ installation.
 4. Maximum driveway width at the ROW
On cul-de-sacs
Driveway and Parking Area Setback
- 30 feet
50% of the lot frontage or 30 feet,
whichever is less
Five (5) feet from the side lot line in the
absence of a drainage and utility easement

Subdivision 16: Exemptions

Properties located within the “D-1” Downtown Overlay District are subject to the parking requirements as provided for within Section 11 of this Ordinance, unless otherwise specified.