

**ARTICLE 35**  
**OFF-STREET PARKING AND LOADING**

**Section 35.01 Purpose**

The purpose of these off-street parking and loading regulations are:

- A. To relieve congestion on the streets by requiring that parking be provided on property and off streets in relation to the parking demand generated by the property user(s).
- B. To promote safety and convenience for people by requiring that parking and loading areas, and associated driveways, be located and constructed according to good standards for visibility and accessibility.
- C. To protect the light, air, visual amenities, and values of residential areas by the visual screening of large parking and loading areas.

**Section 35.02 Off-Street Parking, When Required**

Permanent off-street automobile storage, parking or standing space shall be provided as established in this Article at the time of erection of any building or structure, at the time any principal building or structure is enlarged or increased in capacity by adding dwelling units, guest rooms, or floor area, or before conversion from one use or occupancy to another. Such space shall be provided with vehicular access to a street or alley. This space shall not thereafter be reduced or encroached upon in any manner unless written approval is provided by the Zoning Department.

Off-street parking spaces are not required for uses in any building existing at the time of adoption of this Resolution where no off-street parking had been provided previously unless there is a change in use or an enlargement of the building or structure as identified above.

**Section 35.03 Parking Plan Required**

A parking plan shall be required for all uses except single family detached dwellings and two family dwellings. The parking plan shall be submitted to the Zoning Department as part of the application for the Zoning Certificate. The same plan shall also be submitted to the County Engineer and other agencies for consideration and recommendations. The plan shall show the boundaries of the property, parking spaces, access driveways, circulation patterns, drainage and construction plans, lighting plan, boundary walls, fences and a landscaping and screening plan, as appropriate.

**Section 35.04 Determination of Required Spaces**

In computing the number of parking spaces required by this Resolution, the following shall apply:

- A. Where **floor area** is designated as the standard for determining parking space requirements, floor area shall be the sum of the gross useable horizontal area of all floors of a building.
- B. Where **seating capacity** is designated as the standard for determining parking space requirements, the capacity shall mean the number of seating units installed or indicated for, each twenty-four (24) lineal inches of seating facilities.
- C. Fractional numbers shall be increased to the next highest whole number.

Parking space requirements for a use not specifically mentioned in this Resolution shall be determined by using the most similar and restrictive parking space requirement as specified by the Zoning Department based on the intended use, the location of the use, and the expected patronage or use by individuals operating motor vehicles.

**Section 35.05 Required Off-Street Parking Spaces**

The following minimum number of parking spaces shall be provided on the same lot as the use or building they are intended to serve, or may be provided on adjacent lots subject to other provisions of this Section.

Type of Use	Minimum Number of Spaces Required
<b>Residential</b>	
Accessory Apartment	One (1) space.
Airport Landing Field	One (1) space for every five (5) tie down areas plus one space for every 500 square feet of related office space area.
Assisted Living Care Center	One (1) space for every resident room plus one (1) space for every 400 square feet of gross floor area excluding resident rooms.
Bed and Breakfast Establishment	One (1) space for every guest room plus two (2) spaces for the owner.

<b>Type of Use</b>	<b>Minimum Number of Spaces Required</b>
<b>Residential Uses (con't)</b>	
Multi-Family Dwelling	
Up to two (2) bedrooms	One and one half (1½) spaces for every dwelling unit.
Three (3) or more bedrooms	Two (2) spaces for every dwelling unit.
Visitor Parking	The Board of Zoning appeals may require additional spaces as necessary.
 Nursing Home, Rest Home or Convalescent Care Facility	 One (1) space for every two (2) resident rooms plus one (1) space for every 400 square feet of gross floor area excluding resident rooms.
 Residential Facility	 Two (2) spaces for every dwelling unit.
 Single Family Detached Dwelling	
Up to three (3) bedrooms	Two (2) spaces per dwelling unit.
Four (4) or more bedrooms	Three (3) spaces per dwelling unit.
 Two Family Dwelling	
Up to three (3) bedrooms	Two (2) spaces per dwelling unit.
Four (4) or more bedrooms	Three (3) spaces per dwelling unit.
 <b>Public and Semi-Public Uses</b>	
 Cemetery	 One (1) space for every five (5) seats in the chapel or meeting space area or one or one (1) space for every 200 square feet of indoor assembly space plus one (1) space for every 400 square feet of maintenance facility area.

<b>Type of Use</b>	<b>Minimum Number of Spaces Required</b>
<b>Public and Semi-Public Uses (con't)</b>	
Educational Institution	
Elementary or Junior High School	Two (2) spaces for each classroom or one (1) for every five (5) seats in auditoriums or assembly halls, whichever is greater.
High School	One (1) space for every five (5) students of design capacity plus two (2) spaces for each classroom plus one (1) space for every five (5) seats in any auditorium or assembly hall.
Vocational or Technical School, College, University or Community College	One (1) space for every two (2) students of design capacity.
Hospital	One (1) space for each two (2) beds.
Public, Semi Public and Government Buildings and Facilities	One (1) space for each 300 square feet of floor area or one (1) space for each three (3) seats, whichever is greater.
Non-Commercial Parks and Recreation Facility	One (1) space for each participant at maximum utilization or one (1) space for each three (3) seats, whichever is greater.
Religious Place of Worship	One (1) space for each three (3) seats in the place of assembly.

<b>Type of Use</b>	<b>Minimum Number of Spaces Required</b>
<b>Non-Residential Uses (Office, Commercial and Industrial)</b>	
Animal Hospital or Veterinarian Clinic	One (1) space for each examination room plus two (2) spaces for each fifty (50) square feet of reception area.
Automobile Filling Station	One (1) space for each pump plus two (2) spaces for each service bay or work area.  Gasoline filling stations with convenience retail uses shall also provide one (1) space for each one hundred (100) square feet of floor area.
Automobile and Recreational Vehicle Sales	One (1) parking space for each 200 square feet of floor area in the main display room, plus one (1) space for each 1,500 square feet of outdoor display area.
Automobile, Truck and Recreational Vehicle Repair	Four (4) spaces for each service bay or work area plus one (1) space for each 100 square feet of waiting area.
Automobile Wrecking, Junk or Salvage Yard	One (1) space for every 200 square feet of office space plus one (1) space for every 10,000 square feet of yard used for the storage of junk or automobiles.
Bar or Taverns	One (1) space for every three (3) seats or one (1) space for each 100 square feet of floor area, whichever is greater.
Bank, Loan Office and Other Financial Institutions	One (1) space for each 200 square feet of floor area plus sufficient stacking space for three (3) vehicles per drive through/drive up window.
Building Services and Supplies, Contractors Yard	One (1) space for each 500 square feet of floor area and yard area.

<b>Type of Use</b>	<b>Minimum Number of Spaces Required</b>
<b>Non-Residential Uses (Office, Commercial and Industrial)</b>	
Car Wash	Two (2) spaces for each washing bay plus sufficient stacking space for two (2) vehicles per washing bay.
Club	One (1) space for each 100 square feet of floor area.
Commercial Entertainment	One (1) space for each three (3) seats or one (1) space for each 100 feet of floor area, whichever is greater.
Commercial Greenhouse	One (1) space for each 500 square feet of greenhouse.
Commercial Recreation	One (1) space for each three (3) seats or one (1) space for each three (3) users at maximum utilization for athletic fields.
Commercial Storage of Boats, Recreational Vehicles or Construction Equipment	One (1) space for each 500 square feet of storage space.
Crematorium	One (1) space for each four (4) seats of chapel capacity plus one (1) space for each 200 square feet of assembly floor area.
Farm Implement and Lawn and Garden Equipment Sales and Service	One (1) parking space for each 400 square feet of floor area in the main display room, plus one (1) space for each 1,500 square feet of outdoor display area.
Golf Course	Four (4) spaces for each hole plus one (1) space for every 400 square feet of clubhouse and assembly floor area.

<b>Type of Use</b>	<b>Minimum Number of Spaces Required</b>
<b>Non-Residential Uses (Office, Commercial and Industrial)</b>	
Light and Heavy Manufacturing	One (1) space for each 500 square feet of floor area, plus one for each motor vehicle used in the business which is parked on the premises
Nursery or Child Care	One (1) space for each five (5) persons of licensed capacity plus sufficient stacking space for five (5) vehicles at each drop off area.
Nursing Home, Rest Home or Convalescent Care Facility	One (1) space for each resident/patient room plus one (1) space for each vehicle used for the complex which is maintained on the premises.
Office, Business and Professional	One (1) space for each 300 square feet of floor area.
Personal Services	One (1) space for each 200 square feet of floor area.
Professional Services	One (1) space for each 200 square feet of floor area.
Research and Development Facility	One (1) space for each 300 square feet of floor area.
Restaurant	One (1) space for each 100 square feet of floor area.
Restaurant, Fast Food	One (1) space for each 50 square feet of floor area.
Retail Business	One (1) space for each 250 square feet of floor area.
<b>Type of Use</b>	<b>Minimum Number of Spaces Required</b>

**Non-Residential Uses (Office,  
Commercial and Industrial)**

Self Storage Facility	One (1) space for every five (5) rental storage units.
Sexually Oriented Business	One (1) space for every 50 square feet of floor area.
Truck and Heavy Equipment Service	One (1) space for each service bay plus one (1) space for each 200 square feet of office space.
Trucking, Express, Transfer or Hauling Terminal, Motor Freight Depot	One space for every 1,000 square feet of floor area.
Vehicle Towing Service	One (1) space for each 400 square feet of office space.
Warehouse	One (1) space for each 800 square feet of floor area.
Wholesale Distributor	One (1) space for each 500 square feet of floor area.

**Section 35.06 Space Requirements for Uses Not Specifically Mentioned**

The requirement for off-street parking spaces not specifically mentioned in Section 35.5 above shall be in accordance with the most similar use in that list as identified by the Zoning Department.

**Section 35.07 Accessory Parking on Adjacent Lot Zoned for Residential Uses**

The Board of Appeals may permit accessory parking within an adjacent lot zoned for residential uses, providing:

1. Such lot is necessary for the public convenience and will not have an adverse effect on adjacent properties.
2. A public hearing is held in accordance with the procedure given in Section 20.08.
3. All provisions of Section 35 of this Resolution are complied with.



4. No parking shall be permitted between the street line and the building line prevailing in the zone in which the proposed parking area is to be located. The resulting open area shall be planted in grass, or otherwise landscaped to create a permanent great area.
5. A dense evergreen planting with a minimum height of four (4) feet and a mature height of at least 5'6", or a solidly constructed decorative fence shall be permanently maintained along the mutual boundary of the restricted accessory parking area and adjacent land zoned for residential uses except for the portion of such boundary located within a required front yard.
6. Whenever a lot located in a residential zone is used for accessory parking purposes and is located across the street from residentially zoned land, that portion of the lot used for parking purposes shall be screened from the street as specified in Paragraph 5 above except for access drive. Such screening shall be placed along the setback line.
7. Ingress and egress for vehicles to any premises used for parking under a Conditional Use Permit by the Board of Appeals shall be by means of streets or alleys through business or industrial areas, not by means of streets or alleys through residential areas.

#### **Section 35.08 Maximum Number of Parking Spaces Permitted**

In order to prevent excessive lot coverage and surface water run-off, no minimum off-street parking space requirement in Section 35.5 shall be exceeded by fifteen (15) percent unless good cause can be shown and approved by the Board of Zoning Appeals. Single Family Dwellings and Two Family Dwellings are exempt from this provision.

#### **Section 35.09 Off-Street Parking Design Requirements**

##### **A. Size of Parking Stalls**

**Size of Parking Stalls**

	<b>45 Degrees</b>	<b>60 Degrees</b>	<b>90 Degrees</b>	<b>Parallel</b>
<b>A. Width of Parking Spaces</b>	14'0"	11'-0"	10'-0"	9'-0"
<b>B. Length of Parking Spaces</b>	21'-6"	22'-0"	20'-0"	20'-0"
<b>C. Width of Driveway Aisle</b>	13'-0"	17'-6"	25'-0"	12'-0"

##### **B. Handicapped Parking Spaces**

Handicapped parking spaces shall be in conformance with the Ohio Basic Building Code and the Ohio Revised Code, Section 3781.11.1.

##### **C. Striping**

All non-residential parking areas with a capacity of over five (5) vehicles shall be striped between stalls to clearly identify each parking space.

**D. Wheel blocks**

Whenever a parking lot extends to a property line or landscaped area, wheel blocks or other suitable devices, shall be installed to prevent any part of a parked vehicle from extending beyond the property line or into any required landscaping or screening.

**E. Paving**

All permanent parking spaces, together with driveways, aisles, and other circulation areas shall be surfaced with asphalt, bituminous concrete or equivalent hard pavement material to provide a durable, dustless surface in accordance with the standards of the County Engineer. Other surfacing methods that are more porous than asphalt or bituminous concrete may be considered in conjunction with review and approval by the Township Trustees and the County Engineer.

**F. Drainage**

All parking areas shall provide for proper drainage of surface water to prevent standing water and the drainage of such water onto adjacent properties and onto sidewalks. For any off-street parking area of more than five (5) vehicles, plans for drainage shall be submitted to the Zoning Department for approval prior to the commencement of construction.

**G. Access Requirements**

Any off-street parking area accessed from a public right-of-way shall be designed in such a manner that any vehicle leaving or entering the parking area shall be traveling in a forward motion. Access driveways for parking areas shall be clearly visible to any pedestrian or motorist approaching the access or driveway from a public street, alley or highway. The entrance and exits to the parking area shall be clearly marked. If warranted by a traffic impact study, the owner may be required to provide acceleration and/or deceleration lanes where traffic volumes indicate the need.

**H. Lighting**

Any parking area which is intended to be used during non-daylight hours, shall be illuminated. Lighting fixtures shall be as follows:

1. Any lights used to illuminate a parking lot shall provide at least two (2) lumens of light per square foot of parking lot surface.
2. All lighting fixtures serving parking lots shall be of full cutoff fixtures and shall be so arranged as to reflect the light away from the adjoining property. Such shielding shall obstruct a line of sight to the bulb with an opaque material when viewed from the property line.
3. Light poles used in lots designed to contain fifty (50) vehicles or less shall not exceed twenty (20) feet in height.

**I. Screening and Landscaping**

**1. Screening**

Whenever a parking area is located in, or adjacent to a Residential District, it shall be effectively screened on all sides which adjoin or face the Residential District. Screening and setbacks shall be as follows:

- a. Screening shall be by a wall, fence, or planting screen as approved by the Zoning Department as required in Section 38, Landscaping and Screening.
- b. All parking areas shall be setback from property lines as follows:
  1. Parking areas shall be separated from rights-of-way for streets by a strip of land which shall be at least twenty (20) feet in depth unless otherwise established. Such strip shall be reserved as open space, landscaped, and incorporate certain screening as required in Section 38, Landscaping and Screening.
  2. All parking areas shall be set back a minimum of ten (10) feet from any side or rear lot line unless otherwise established. Such strip shall be reserved as open space and landscaped.

**J. Maintenance**

The owner of property used for off-street parking shall maintain such area in good condition without holes and free of all trash, abandoned or junk vehicles, weeds and other rubbish.

**Section 35.10 Joint Use of Off-Street Parking Facilities**

If the parking spaces required above cannot be reasonably provided on the same lot on which the principal use is conducted, the Zoning Commission may permit such space to be provided on other off-street property provided such space is located within 400 feet of the main entrance of such principal use. Such vehicle parking space shall be deemed to be associated with the permitted use and shall not thereafter be reduced or encroached on in any manner.

**Section 35.11 Use of Off-Street Parking Facilities**

- A. Commercial motor vehicle exceeding four (4) tons in rated capacity is prohibited from off-street parking in residential districts.
- B. No abandoned, unlicensed, wrecked, dismantled, or totally disabled automobiles, trucks, trailers, aircraft or discarded furniture, appliances or other junk materials shall be permitted to remain out of doors in an off-street parking facility for a period of more than thirty (30) days.

- C. Residential off-street parking areas shall be designed and used only for the parking of passenger type vehicles. Overnight parking or outdoor storage of commercial vehicles rated greater than one (1) ton capacity, or commercial buses, is prohibited. Such areas shall consist of a parking space, driveway, garage, or combination thereof, and shall be located on the premises they are intended to serve.
- D. Any area once designed as required off-street parking shall not be changed to any other use unless and until equal facilities are provided on premise or elsewhere if approved by the Board of Zoning Appeals.
- E. Off-street parking existing at the effective date of this Resolution in connection with the operation of an existing building or use shall not be reduced to an amount less than hereinafter required for a similar new building or new use.
- F. Two or more building or uses may collectively provide the required off-street parking in which case the required number of parking spaces shall not be less than the sum of requirements for the several uses computed separately.
- G. Where operating hours of buildings do not overlap, the Board of Zoning Appeals may grant an exception to allow the dual function of off-street parking spaces.
- H. The storage or sale of merchandise or the repair of non-personal vehicles is prohibited on required off-street parking spaces.

**Section 35.12 Off-Street Loading Requirements**

Every building or structure erected and occupied for retail, industrial or other uses involving the receipt or distribution of materials or merchandise by vehicle shall provide a permanently maintained space for standing, loading and unloading services in order to avoid undue interference with public use of the streets, alleys, or required parking areas. Such off-street loading areas shall comply with the following standards:

- A. Design Standards
  - 1. Screening

Off-street loading spaces that adjoin or are across a street from property zoned for any residential use shall have a dense evergreen planting, fence, masonry wall or such other screening materials as approved by the Zoning Department as required in Section 38, Landscaping and Screening.
  - 2. Entrances and Exits

Off-street loading spaces shall be provided with entrances and exits not less than twelve (12) feet in width and so located as to minimize traffic congestion on and off site.
  - 3. Dimensions

Each off-street loading space shall be not less than twelve (12) feet in width, sixty (60) feet in length and fifteen (15) feet in height with adequate access to each space.

4. Projection into Yards

Off-street loading space may occupy all or any part of any required side or rear yard space provided that no part of any loading space shall be permitted closer than fifty (50) feet to any residential district or closer than five (5) feet from any street or alley.

5. Surfacing

All loading spaces shall be graded and provided with a durable and dustless hard surface of asphalt, concrete, or other suitable materials capable of withstanding 1,000 pounds per square inch (psi). A gravel loading space is permissible if all driveway aprons and access points to the loading space are constructed of concrete or asphalt and are at least twenty (20) feet in length as measured from the street curb cut.

6. Drainage

All loading spaces shall provide for the proper drainage of surface water to prevent standing water or drainage of such water onto adjacent properties and onto sidewalks. Plans for drainage shall be submitted to the Zoning Department for approval prior to the commencement of construction.

7. Lighting

Lighting fixtures for off-street loading spaces shall be as follows:

- a. Any lights used to illuminate an off-street loading area shall be so arranged as to reflect the light away from the adjoining property.
- b. All lighting fixtures serving off-street loading areas shall be of full cutoff fixtures. Such shielding shall obstruct a line of sight to the bulb with an opaque material when viewed from the property line.
- c. All lighting shall comply with all other applicable standards of this Zoning Resolution.

B. Amount of Loading Space Required

The minimum amounts of off-street loading space shall be provided to prevent the obstruction of parking and circulation areas on site. An area adequate for maneuvering, ingress and egress shall be provided in addition to required loading space.

May 2025 – Updated “Article 34” to “Article 35” in header – no other text changes