

Chapter 21

ON-SITE PARKING

SECTION:

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XX-21-1: PURPOSE: The regulation of on-site parking areas in this chapter is to alleviate or prevent congestion of the public rights of way and to promote the safety and general welfare of the public, by establishing minimum requirements for on-site parking motor vehicles in accordance with the intensity of utilization of various parcels of land or structures. (Ord. 900-1, 3 Apr 23)

XX-21-2: APPLICATION: All parking hereafter constructed or maintained shall conform with the provisions of this chapter and any other ordinance or regulations of Baldwin township. (Ord. 900, 18 Apr 22)

XX-21-3: GENERAL PROVISIONS:

- A. Required Site Plan: Any application for a building permit shall include a site plan drawn to scale and dimensioned, showing on-site parking and loading space to be provided in compliance with this chapter.
- B. Reduction of Parking and Loading Space: Existing on-site parking spaces provided to comply with the provisions of this Ordinance shall not subsequently be reduced below the requirements of this Ordinance.
- C. Change Of Use or Occupancy of Land: No change of use or occupancy of land already dedicated to parking spaces or drive aisles shall be made, nor shall any sale of land, division or subdivision of land be made that reduces area necessary for parking, parking stalls, or parking requirements below the minimum prescribed by this chapter.
- D. Change Of Use or Occupancy of Buildings: Any change of use or occupancy of any building or buildings, including additions thereto, requiring more parking area shall not be permitted until there is furnished such additional parking stalls as required by this chapter.

- E. Use of Spaces. On-site parking spaces shall not be used for storage of goods or for storage of vehicles that are inoperable or for sale or rent.
- F. Computing Requirements: In computing the number of such parking spaces required, the following rules shall govern:
 - 1. Floor space shall mean the gross floor area of the specific use.
 - 2. Where fractional spaces result, the parking spaces required shall be constructed to be the nearest whole number. (Ord. 900-1, 3 Apr 23)

XX-21-4: LOCATION: Required on-site parking space shall be provided on the same parcel or lot as the principal building or use, except that combined or joint parking facilities may be provided for one or more buildings or uses in commercial or industrial district, provided that the total number of spaces shall equal the sum of the requirements for each building or use. (Ord. 900, 18 Apr 22)

XX-21-5: ROAD ACCESS:

- A. Parking and loading space shall have proper access from a public right-of-way subject to the requirements of the town right-of-way ordinance.
- B. The number and width of access drives shall be so located as to minimize traffic congestion and abnormal traffic hazard.
- C. Vehicular access to business or industrial uses across property in any residential district shall be prohibited.
- D. The minimum distance between any two driveways accessing a public road shall be 75 feet.
- E. No driveway shall be located closer than 75 feet to the intersection of the pavement of two public roads.
- F. Construction of a driveway access to a town road shall require approval of an Administrative Permit in accordance with chapter 8 of this title.
- G. The location of a driveway to a town road that intersects a county road shall comply with the access spacing requirements from the intersection of the town road with the county road established by the county transportation plan.
- H. Direct driveway access to county roads shall be subject to review and approval of Sherburne county. (Ord. 900, 18 Apr 22)

XX-21-6: SPACE AND AISLE DESIGN:

- A. Minimum Size Regulations: Each space shall have a width not less than 9 by 18 feet. Each space shall be adequately served by access drives. All loading spaces shall be sufficient to meet the requirements of each use and shall provide adequate space for storage and maneuvering of the vehicles they are designed to serve. (Ord. 900-1, 3 Apr 23)
- B. Construction: Parking stalls and drive aisles shall be constructed in compliance with the standards outlined in this chapter and the following provisions:
 - 1. Grading:
 - a. The grade elevation of any parking area or driveways shall not exceed:
 - (1) Single family dwellings: 10% percent
 - (2) All other uses: 4% percent
 - b. Plans for surfacing and drainage of driveways and stalls for parking areas of five or more vehicles shall be submitted, subject to review and approval of the town engineer.
 - 2. Surfacing:
 - a. Farmsteads, farming operations, single family dwellings on an unplatted parcel not accessed from a paved public road, and town essential service or park uses shall have driveways and parking areas surfaced with materials suitable to control dust and drainage.
 - b. Residential uses accessed from a paved road shall provide the following surfaces:
 - (1) The portion of the driveway within the public right-of-way shall be surfaced with asphalt or concrete.
 - (2) For preliminary platted lots approved after April 3, 2023, the driveway shall be surfaced with asphalt, concrete, cobblestone, or paver brick at least within the required front yard equal to the front yard setback.

- c. Commercial, institutional, and industrial uses shall have driveways and parking stalls surfaced with asphalt, concrete, cobblestone, or paving brick.
 - d. Commercial, industrial, and institutional parking stalls and drive aisles shall be constructed in accordance with the following minimum tonnage standards, except as may be required or exempted by the town engineer:
 - (1) One and one-half inch wear course.
 - (2) Two inch base course.
 - (3) Six inch aggregate base (class 5).
 - (4) Subgrade subject to approval of the town engineer approval.
 - e. A minimum one lift of surface as required by this section shall be installed prior to issuance of a certificate of occupancy or a security deposited with the town to ensure completion of the improvement in accordance with section XX-9-6 of this ordinance.
- 3. Curb Barrier: For commercial, industrial, and institutional uses, a 6-inch high, poured-in-place concrete curb shall be provided at the perimeter of all parking stalls and drive aisles, except that a concrete bollard may be allowed as a barrier as provided for below:
 - (a) Expansion of existing on-site parking constructed without perimeter concrete curb prior to April 3, 2023.
 - (b) Parking stalls and drive aisles located within a side or rear yard within the I1 District.
- 4. Striping: All on-site parking stalls for commercial, industrial, and institutional uses shall be marked with white or yellow painted lines not less than four inches wide.
- C. Screening: On-site parking areas shall be screened in accordance with the provisions of section XX-19-3 of this ordinance. (Ord. 900-1, 3 Apr 23)
- D. Lighting: Lighting shall be reflected away from the public right-of-way and nearby or adjacent residences in accordance with section XX-16-10 of this ordinance. (Ord. 900, 18 Apr 22)

11-21-7: NUMBER OF REQUIRED STALLS: The following minimum number of on-site parking stalls shall be provided and maintained by ownership, easement, and/or lease for and during the life of the respective uses hereinafter set forth:

- A. Assembly or exhibition hall, auditorium, theater, or sports arena: One parking space for each three seats.
- B. Churches: One parking space for each four seats, based on the design capacity of the main seating area.
- C. Bowling alley: Five parking spaces for each bowling lane.
- D. Convenience food restaurant: At least two parking spaces for each table.
- E. Elderly Persons' Housing: Area equal to one parking space per dwelling unit shall be reserved. Only one-half space per dwelling unit shall initially be developed, however. Said number of spaces can continue until such time as the governing body determines the additional parking space is needed.
- F. Grocery store: Seven spaces per 1,000 square feet of floor area.
- G. Manufacturing plant: One space for each employee on the major shift plus one space for each company vehicle when customarily kept on the premises.
- H. Medical and dental clinics and animal hospital: Three parking spaces for each doctor.
- I. Motel/Hotel: One parking space for each rental room or suite plus one space for every ten units and one additional space for each employee on the major shift, plus additional spaces as may be required herein for related uses contained within the principal structure.
- J. Multiple dwelling or mobile home park: A minimum of two off-street parking spaces per dwelling unit for residents' use plus a minimum of one-half off-street space per dwelling unit for visitors' use. The driveway in front of a garage may not be counted as a parking space.
- K. Office buildings: One parking space for each 250 square feet of floor area.
- L. Restaurant, cafe, nightclub, tavern or bar: One parking space for each 75 square feet of customer floor area.
- M. Retail stores and service establishments: Five spaces per 1,000 square feet of floor area.
- N. Single family dwelling: Two parking spaces.

- O. Shopping Center: Where several business uses are grouped together according to a general development plan, on-site automobile parking shall be provided in a ratio of not less than five spaces per 1,000 square feet of gross floor area.
- P. Warehouse: One parking space for each two employees on the major shift or one parking space for each 2,000 square feet of floor area, whichever is greater, plus one space for each company vehicle when customarily kept on the premises.
- Q. Uses not specified or not precisely identified: Calculated by the zoning administrator based upon, but not limited to, characteristics for similar uses and professional studies prepared by APA or ITE. (Ord. 900, 18 Apr 22)