

Section 8  
**OFF-STREET PARKING AND LOADING**<sup>1</sup>

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8.1 **PURPOSE:**

The purpose of this Section 8 of the Zoning Code is to alleviate or prevent congestion of the public streets, and so promote the safety and welfare of the public by establishing minimum requirements for the off-street parking and loading and unloading of motor vehicles in accordance with the property use.

8.2 **GENERAL PROVISIONS, PARKING AND LOADING:**

8.2-1 **Procedure:** An application for a site plan review, zoning action or building permit for a new or enlarged building, structure or use shall include a plot plan, drawn to scale, and fully dimensioned, showing any parking and/or loading facilities to be provided in compliance with the requirements of this Zoning Code.

8.2-2 **Extent of Control:** The off-street parking and loading requirements of this Zoning Code shall apply as follows:

- A. When a building or structure erected prior to or after the effective date of this Zoning Code shall undergo any decrease in number of dwelling units, gross floor area, seating capacity, number of employees or other unit of measurement specified hereinafter for the required parking or loading facilities, and further, when said decrease would result in a requirement for fewer total parking or loading spaces through application of the provisions of this Zoning Code thereto, parking and loading facilities may be reduced accordingly, provided that existing parking or loading facilities remaining would at least equal or exceed the parking or loading requirements resulting from application of the provisions of this Zoning Code to the entire building or structure as modified.
- B. When a building or structure undergoes any increase in the number of dwelling units, gross floor area, seating capacity, number of employees or other unit of measurement specified hereinafter for required parking or loading facilities, and further, when said increase would result in a requirement for additional total parking or loading spaces through application of the provisions of this Zoning Code thereto, parking and loading facilities shall be increased accordingly, provided that existing parking or loading facilities shall be so increased that the facilities would at least equal or exceed the parking or loading requirements resulting from application of the provisions of this Zoning Code to the entire building or structure as modified.
- C. When any building or structure is hereafter erected, or any use of land hereafter established upon previously vacated land.

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<sup>1</sup> Comprehensive Amendment, Ordinance 2001-34

- D. When the intensity of use of any building, structure or premises is increased.
  - E. When any existing use of a building, structure or the premises is changed or converted to a new use.
- 8.2-3 Existing Parking and Loading Spaces: Accessory off-street parking and loading spaces in existence on the effective date of this Zoning Code may not be reduced in number unless already exceeding the requirements of this Section 8 for equivalent new construction; in which event said spaces shall not be reduced below the number required herein for such equivalent new construction.
- 8.2-4 Permitted Parking and Loading Spaces. Nothing in this Section 8 shall prevent the establishment of off-street automobile parking or loading facilities to serve any existing use of land or buildings, subject to full compliance with the provisions of this Section 8.
- 8.2-5 Damage or Destruction: Any building, structure or use which is in existence and is a conforming use on the effective date of this Zoning Code and which subsequently shall be damaged or destroyed by fire, collapse, explosion or other cause may be reconstructed, re-established or repaired without meeting current standards for off-street parking or loading facilities, except that parking or loading facilities equivalent to any maintained at the time of such damage or destruction shall be restored or continued in operation. However, it shall not be necessary to restore or maintain parking or loading facilities in excess of those required by this Zoning Code for equivalent new construction.
- 8.2-6 Required Parking and Loading Facilities:
- A. Tables for Required Parking and Loading: Requirements governing the number and location of off-street parking and off-street loading facilities in relation to the use of property are established hereinafter in subsections of this Zoning Code. The parking and loading requirements for any use not specified herein shall be the same as for a similar specified use, as determined by Section 8.3 herein.
  - B. Floor Area: The term "floor area" as employed in this Section 8, in the case of office, merchandising or service types of use, shall mean the gross floor area of a building or structure used or intended to be used for service to the public as customers, patrons, clients, patients, tenants and employees, including areas occupied by fixtures and equipment used for display or sale of merchandise. All calculations shall be pro-rated when floor areas are used as the standard. "Floor areas" for the purposes of this Section 8 shall not include any area used for:
    - 1. Storage accessory to the principal use of a building.
    - 2. Incidental repairs.
    - 3. Processing or packaging of merchandise.
    - 4. Show windows or offices incidental to the management or maintenance of a store or a building.
    - 5. Rest rooms.
    - 6. Utilities/utility rooms.

7. Dressing, fitting or alteration rooms.

8.3 PARKING FORMULAS, MINIMUM REQUIREMENTS: *Amended, 2008-11*

In addition to the following parking space requirements, one space for each vehicle used in the conduct of the business or services shall be provided. The Village Board shall have the authority to determine the total number of required parking spaces for final approvals of planned unit developments, site plans, special uses or uses not provided for herein.

Use of Zoning Lot	Minimum Parking Requirements
Automobile service station	At least 1 space for each employee on duty plus 2 spaces for each service stall.
Auditorium for high school, college, university and places of worship	At least 1 space for each 3 auditorium seats provided in said building. Adequate space shall also be provided for buses used in conjunction with activities of the institution.
Bank, financial institution, business or professional (non-medical/dental) offices, public administration building	At least 4 spaces for each 1,000 square feet of floor area up to 149,999 square feet and at least 3 1/3 spaces for each 1,000 square feet of floor area for buildings 150,000 square feet and over.
Bowling alley	At least 7 spaces for each alley plus additional space as shall be deemed necessary by the Village because of any supplementary parking-generative activities such as bars, lounges, ballrooms, banquet/dining rooms, exhibition halls, nightclub facilities, restaurants, retail shops and the like, plus one additional space for each employee on duty.
Convalescent home, home for aged	1 space for each 6 patient beds plus 1 additional space for each employee, member of staff and visiting doctor.
Day care center	At least 4 spaces for each 1,000 square feet of floor area
Exhibition, convention, dance, assembly halls; skating rinks; and other places of assembly	1 space for each 100 square feet of floor area used for assembly.
Furniture store, appliance store, wholesale store, household furnishings store	At least 1 space for each 300 square feet of floor area.
Hair care establishment	At least 3 spaces for each operator chair.
Hospital	1 space for every 2 hospital beds plus 1 space for each 1,500 square feet gross floor area in residents' quarters, plus 1 additional space for each employee and visiting doctor.

Use of Zoning Lot	Minimum Parking Requirements
Hotel/motel	At least 1 parking space for each sleeping room or suite, plus additional space as shall be deemed necessary by the Village because of any supplementary parking-generative activities such as bars, lounges, ballrooms, exhibition halls, banquet/dining rooms, nightclub facilities, restaurants, retail shops and the like, plus 1 additional space for each employee on duty.
Lounge/bar (licensed to sell alcoholic liquors)	At least 15 spaces for each 1,000 square feet of floor area.
Manufacturing/industrial uses, research/testing laboratories, laundry/dry cleaning plants, printing, binding, publishing and issuing of newspapers, periodicals, books and other reading matter, warehouses/storage buildings, engraving shops, assembly of materials/products and other similar uses	1 space for each employee based upon the maximum number of persons to be employed at any 1 work period during the day or night plus such additional parking facilities as shall be required for all vehicles used in the conduct of the enterprise.
Medical or dental office/clinic	At least 5 spaces for each 1,000 square feet of floor area.
Mortuary, funeral home	15 spaces for each room used as a chapel or parlor plus 1 space for each funeral vehicle maintained on the premises plus 2 spaces for each family residing on the premises.
One-family detached dwelling	2 exterior and 2 interior spaces.
One-family attached dwelling	2 exterior and 2 interior spaces for each dwelling unit.
Passenger terminal (i.e., airport, railroad passenger station, bus depot)	Such spaces the Village Board deems adequate for employees, passengers, spectators, visitors and others, subject to the recommendation of the Planning and Zoning Commission
Private club, lodge (without sleeping rooms)	Spaces equal in number to 25 percent of the total membership.
Restaurant	At least 15 spaces for each 1,000 square feet of floor area.
Schools	0.5 spaces per classroom, plus 1 space per 5 students aged 16 or older, plus 1 space for each employee on duty.
Shopping center, retail stores and service shops (individual or in groups) under one roof	At least 5 spaces for each 1,000 square feet of floor area unless otherwise specified in this Section 8.3.

Use of Zoning Lot	Minimum Parking Requirements
Stadium, sports arena, gymnasium (other than incidental to a school)	1 space for every three seats
Theater	At least 1 space for every 3 seats plus 1 space for each employee on duty.

8.4 ADDITIONAL REGULATIONS, PARKING:

8.4-1 Use of Parking Facilities: Off-street parking facilities accessory to residential uses and developed in any residential zoning district in accordance with the requirements of this Section 8.4 shall be used solely for the parking of motor vehicles owned by occupants of the dwelling units to which such facilities are accessory or by guests of said occupants. Under no circumstances shall required parking facilities accessory to residential structures be used for the parking, repair or storage of commercial vehicles of over one-ton capacity including trucks, trailers, vans and other such vehicles, except when parked temporarily in making delivery, loading, unloading or service calls.

8.4-2 Control of Off-Site Facilities: When required accessory off-street parking facilities are provided elsewhere than on the lot on which the principal use served is located, they shall be in the same possession, either by deed or long-term lease, as the property occupied by such principal use, and the owner shall be bound by covenants filed of record in the office of the McHenry County Recorder of Deeds requiring the owner and his or her heirs and assigns to maintain the required number of parking spaces during the existence of said principal use. However, no parking facilities accessory to a non-residential use shall be located in a residential zoning district.

8.4-3 Design and Maintenance:

- A. Parking Space Description: A required off-street parking space shall be an area of not less than 171 square feet nor less than nine feet wide by 19 feet long, exclusive of access drives or aisles, ramps, or columns or exclusive of private non-residential driveways or aisles leading to streets. Where parking spaces overhang landscaped areas, spaces may be reduced in length by one foot.
- B. Measurement of Space: When determination of the number of required off-street parking spaces results in a requirement of a fractional space, any fraction shall be interpreted as one parking space.
- C. Open and Enclosed Spaces: Parking areas may be open or enclosed and the parking facilities provided shall be as approved by the Village upon review of the site plan and use.
- D. Access: Parking facilities shall be designed with appropriate means of vehicular access to a street in such a manner as will least interfere with the movement of traffic. The design of parking areas shall also minimize conflicts between pedestrian and vehicular movements. Driveway accesses or curb cuts in any zoning district shall be governed by Section 19.10 of the Lakewood Municipal Code.
- E. Signs: No signs shall be displayed in any parking area within any residential zoning district, except such as may be necessary for the orderly use of the parking facilities as provided in Section 9, Sign Code, of this Code.

- F. Required Setbacks: No parking space nor portion thereof established on a zoning lot without a building shall be located closer to any right-of-way than the front yard setback required for the zoning district in which the parking space is located. Further, any wall, fence or hedge developed around any parking area shall be subject to the front yard setback requirements of this Zoning Code in the same manner as a building or structure. No parking space shall be designed in such a way so as to cause a vehicle to block a sidewalk.
- G. Surfacing: All open off-street parking areas, including driveways, aisles, service drives and aprons, shall be improved with a compacted crushed stone or gravel base, and surfaced with asphaltic or bituminous concrete (also known as "asphalt" and "blacktop"), Portland cement concrete, brick or pavers, pursuant to Section 19.10 of the Lakewood Municipal Code.
- H. Screening and Landscaping: All open off-street parking areas for six or more motor vehicles shall be effectively screened by a wall, a solid fence or a densely planted compact hedge along any side which adjoins or is directly across a street from a property in a residential zoning district or an institutional property. Such wall, fence or hedge shall be at least four feet, but not more than five feet, in height and shall be maintained in good condition.
- I. Lighting: Any lighting used to illuminate an off-street parking area shall be arranged to reflect the light away from adjoining properties.

8.4-4 Special Use Public Parking Areas: Any parking area developed for transient trade, and not accessory to specific principal uses or groups of uses for which parking is required by this Zoning Code, shall be treated as a "special use" as defined in Section 3 and as allowed in accordance with the provisions of Section 15 by the Village Board.

8.4-5 Accessible Parking Spaces:

- A. Accessible parking spaces for mobility impaired persons shall be at least 16 feet wide including an eight-foot wide access aisle, and adjacent parking spaces shall not share a common access aisle. All access aisles shall be diagonally striped and shall be provided with a gradual transition to an accessible route to the on-site destination. Such spaces shall also measure 19 feet in length. Where such spaces overhang landscaped areas, spaces may be reduced in length by one foot.
- B. The number of spaces required, and their placement within the parking facility, shall be in accordance with State of Illinois accessibility standards. For some uses, a certain number of spaces in any self-park facility shall be set aside for wheelchair access as summarized in the following table:

Total Spaces	Minimum Accessible Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4

Total Spaces	Minimum Accessible Spaces
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1,000	2% of the total
1,001 and over	20 plus 1 per 100 over 1,000 spaces

Some flexibility in the placement of such spaces may be considered if interpretation of such standards permits.

8.4-6 Service Area Parking Spaces: Parking spaces located in the rear area of project sites or the service area of a project shall be discouraged. Where permitted, such spaces shall be limited to employee and service parking only.

8.4-7 Off-street Guest Parking (Residential Areas): Off-street parking areas intended for residential guest parking shall be located a minimum of 10 feet from any adjacent right-of-way, and shall not be placed in the required minimum side or rear yard areas of any residential zoning lot.

8.4-8 Aisle Widths: The width of all aisles providing direct access to individual parking spaces shall be in accordance with the requirements specified in the table below.

REQUIREMENTS FOR AISLE WIDTHS	
Parking Angle (degrees)	Aisle Width (feet)
90	24
75	22
60	18
45	13.5

8.4-9 Joint Parking Facilities: Off-street parking facilities for different buildings, structures or uses, or for mixed uses, may be provided collectively in any zoning district in which separate parking facilities for each constituent use would be permitted or required, provided that the total number of spaces so located together shall not be less than the sum of the separate requirements for each use.

8.4-10 Shared Parking Facilities: Cumulative parking requirements for mixed use occupancies may be reduced by the Village Board where it can be determined that the peak requirement of the several occupancies occurs at different times (either daily or seasonally). The *Shared Parking* report published by the Urban Land Institute may be used as a guideline in the estimation of parking demand for mixed use buildings and sites.

8.5 LOCATION OF PARKING AREAS:

8.5-1 Extent of Control: Off-street parking facilities shall be located as hereinafter specified: where a distance is specified, such distance shall be the walking distance measured from the nearest point of the parking area to the nearest entrance of the building that said parking area is required to serve.

- A. For one-family detached or attached dwellings: on the same lot with the buildings they are required to serve.
- B. For multiple family dwellings containing four or more dwelling units: on the same lot or parcel of land as the building they are required to serve, or on a separate lot or parcel of land not more than 300 feet from the nearest entrance to the main building being served, provided the lot or parcel of land selected for the parking facilities is located in a multiple family dwelling zoning district.
- C. For day care centers, hotels/motels, restaurants, places of worship, clubs, hospitals, homes for the aged, convalescent homes and for other similar uses: on the same lot or parcel of land as the main building or buildings being served, or upon properties contiguous to the zoning lot upon which is located the building or buildings they are intended to serve.
- D. For uses other than those specified in this Section 8.5, off-street parking facilities shall be provided on the same lot or parcel of land as the main building being served, or on a separate lot or parcel of land not over 500 feet from the entrance of the main building, measured from the nearest point of the parking area, provided the separate lot or parcel of land intended for the parking facilities is located in the same zoning district as the principal permitted use.

8.6 OFF-STREET LOADING AND UNLOADING:

8.6-1 Design:

- A. Loading space (Loading Berth), Description: A loading space, also known as an off-street loading berth, shall be a hard-surfaced area of land, open or enclosed, other than a street, a public way or a service drive (access aisle), used principally for the standing, loading or unloading of trucks, tractors and trailers in non-residential zoning districts so as to avoid undue interference with the public use of streets and parking facilities or service drives. A required loading space shall be not less than 12 feet in width, 50 feet in length and 14 feet in height exclusive of service drives and maneuvering space, except as otherwise specifically dimensioned hereafter.
- B. Location: No permitted or required loading space or service drive shall be closer than 50 feet to any property in a residential zoning district unless completely enclosed by building walls, or a solid fence or wall of uniform materials and color, or any combination thereof not less than six feet in height. No permitted or required loading space or service drive shall be located within 40 feet of the nearest point of intersection of any two streets. Loading spaces and service drives shall be located only in rear yards. Loading spaces shall abut a service drive or parking facility and shall not abut or directly access a public street.
- C. Measurement of Loading Space: When determination of the number of required off-street loading spaces results in a requirement of a fractional loading space, any



fraction up to and including one-half shall be disregarded, and fractions over one-half shall be interpreted as one loading space.

- D. Service Drive (Access Aisle) Width and Design: The minimum width of a service drive shall be 24 feet. Such service drives shall not be encroached upon by refuse or recycling enclosures, utility installations, accessory structures or other uses or equipment as required by the occupant(s) of a building. One-way service drives are prohibited. Service drives shall be designed for the primary purpose of loading and unloading access and shall not be designed to be necessary for or favor customer parking access.

#### 8.7 FORMULAS FOR OFF-STREET LOADING AND UNLOADING REQUIREMENTS:

In all zoning districts where property uses include the loading and unloading of materials or merchandise from vehicles, off-street loading and unloading facilities shall be provided in accordance with the following requirements:

- 8.7-1 For hotels/motels containing exhibition halls, auditoriums, office facilities, restaurants, banquet/dining rooms, bars/night clubs, ballrooms or retail shops: one off-street loading space for the first 40,000 square feet of gross floor area, plus one additional such space for each 150,000 square feet of gross floor area or fraction thereof of gross floor area in excess of 40,000 square feet.
- 8.7-2 For hospitals, convalescent homes or homes for the aged containing up to 40,000 to 100,000 square feet of gross floor area: one off-street loading space, plus one additional such space for each additional 100,000 square feet of gross floor area or fraction thereof in excess of 100,000 square feet.
- 8.7-3 For buildings containing bowling alleys, bars/lounges, banquet/dining rooms, restaurants or any retail shops and having 10,000 to 100,000 square feet of gross floor area: one off-street loading space, plus one additional such space for each additional 100,000 square feet of gross floor area or fraction thereof in excess of 100,000 square feet.
- 8.7-4 For banks, business or professional offices or public administration buildings containing up to 40,000 to 100,000 square feet of gross floor area: one off-street loading space, plus one additional such space for each additional 100,000 square feet of gross floor area or fraction thereof in excess of 100,000 square feet.
- 8.7-5 For buildings containing furniture and appliance stores, wholesale stores and household furnishings stores having up to 8,000 to 25,000 square feet of gross floor area: one off-street loading space, plus one additional such space for each additional 25,000 square feet of gross floor area or fraction thereof in excess of 25,000 square feet.
- 8.7-6 For buildings containing manufacturing uses, research and testing laboratories, laundry and dry-cleaning establishments, printing, binding, publishing and issuing of newspapers, periodicals, books and other reading matter, warehouses and storage facilities, engraving shops, assembly of materials and products, processing and distribution of materials and products and other similar uses having up to 10,000 square feet of gross floor area, exclusive of basement area, but no more than 40,000 square feet of gross floor area: one off-street loading space, plus one additional such space for each additional 60,000 square feet of gross floor area in excess of 40,000 square feet.