

Chapter 11 **Parking and Loading Facilities, Off-Street**

11.010 - Purpose of Off-Street Parking and Loading

This chapter establishes regulations to reduce street congestion and traffic hazards in the City of Petaluma by incorporating safe, adequate, attractively designed facilities for off-street parking and loading as an integral part of every use of land in the City requiring such facilities and by providing adequate shower facilities in commercial settings to encourage employee bicycle commuting to and from the workplace.

11.020 - Definitions

The following definitions shall apply to this chapter:

- A. **Floor Area.** In the case of office, merchandise or service uses, the gross area used or intended to be used by tenants, or for service to the public as customers, patrons, clients, or patients including areas occupied by fixtures and equipment used for display or sales of merchandise. It does not include areas used principally for non-public purposes, such as storage and incidental repair.
- B. **Off-Street Parking Space.** A permanently surfaced area for automobile and bicycle parking which has been delineated, in accordance with City standards, located either within a structure or in the open, excluding aisles, driveways and access drives.
- C. **Off-Street Parking Facility.** A site, or a portion of a site, devoted to off-street parking of automobiles and bicycles, including parking spaces, aisles, access drives and landscaped areas, and providing automobile and bicycle access to a public street or bikeway.

11.030 - Off-Street Parking – General Regulations

The following general requirements apply to off-street parking:

- A. **Off-Street Parking.** There shall be provided on the same site with any use off-street parking, spaces for automobiles and bicycles in accordance with the requirements of this Chapter, or as provided in Section 11.040 (Alternatives to On-Site Parking). In all cases where bicycle parking is required, bicycle parking shall not be more inconveniently located than car parking and attempts should be made to have bicycle parking more convenient. All deviations from the City of Petaluma Municipal Code or the City of Petaluma Zoning Ordinance regarding bicycle parking shall be routed through the PBAC. Where existing buildings not now meeting these requirements are proposed to be enlarged or increased in capacity in excess of ten percent (10%), in any district except as provided in Table 11.1 for addition of new bedrooms, off-street parking shall be provided as required herein for the entire floor area of the structure.
- B. **Off-Street Parking Facilities to Serve One Use.** Off-street parking facilities for one use shall not be considered as providing required off-street parking facilities for any other use except as provided for in Section 11.065(C).
- C. **More Than One Use on a Site.** If more than one use is located on a site, the number of parking spaces provided shall be equal to the sum of the requirements prescribed in this Chapter for each use.

11.035 - Exception to Off-Street Parking

Sites and structures located in a municipal parking assessment district are exempt from the requirement to provide off-street parking facilities.

11.040 - Alternatives to On-Site Parking

- A. The requirements of Section 11.030(A) shall be considered satisfied if the required parking is provided up to six hundred (600) feet from the site of the use being served and the required bicycle parking is provided up to 100 feet from the site, such distance being measured along the shortest available route of pedestrian access to the primary building entrance. The determination of the distance to be permitted (0-600') shall be made by the Community Development Director on a case-by-case basis. The Director shall consider the following in making the determination: type of use being served; ease of bicycle and pedestrian access from the off-site location to the site

being served; characteristics of the off-site parking facility(s); potential adverse effects that reduced on-site parking may present to the immediate area; term of off-site rental/lease arrangements. This alternative does not apply to residential parking.

- B. Requirements for the provision of parking facilities, with respect to two or more establishments on the same or different sites, may be satisfied by the permanent allocation of the requisite number of spaces for each use in a common parking facility, located not farther than three hundred (300) feet measured along the shortest available route of pedestrian access from the site of any such participating use. In such cases, bicycle parking shall still be required adjacent to each building.
- C. The Director may approve valet parking in place of on-site parking. For purposes of this section, valet parking is defined as an approved parking facility more than 300 feet from the facility served, together with a developer or occupant-provided service which either provides on-demand customer transportation to the facility from the parking area, and vice-versa, or which provides attendants to park and retrieve customer vehicles from the parking area. The following standards shall apply to valet parking:
 - 1. The lot to be used for valet parking must be able to accommodate the number of parking spaces that are required in Section 11.060 of this Ordinance. The on-site parking spaces being provided for this use may be deducted from the total number required in Section 11.060.
 - 2. The standards for off-street parking facilities in Section 11.070 of this Ordinance shall apply to valet parking lots except that, if attendants will park the cars, the requirements of Sections 11.070(A) and (B) may be relaxed, consistent with practical design standards.
 - 3. Valet parking lots shall not be permitted in residential zoning districts (RR, R1, R2, R3, R4, R5, MH, or residential P.U.D. districts).
 - 4. The valet parking lot shall be located within 1/2 mile of the use that it serves.
 - 5. If the valet parking lot serves more than one use, the number of spaces provided shall be equal to the sum of the requirements prescribed in Section 11.060 for each use.
 - 6. The valet parking service (attendants or transportation) shall be maintained in service during all hours of operation of the facility served.
 - 7. At any time that the valet parking lot is no longer available for use as a valet parking lot for the approved use, that use shall cease or be reduced to an intensity consistent with available off-street parking until such time as the required off-street parking can be provided.
 - 8. The applicant for valet parking shall be required to submit proof of entitlement to use the proposed valet parking area (lease, rental agreement, ownership) and any permit granted pursuant to this ordinance may be conditioned upon the duration of such entitlement.

11.050 - Planned Districts

Separate parking requirements may be adopted pursuant to Chapter 19 for Planned Unit. The more restrictive requirements of this Zoning Ordinance or the Planned District regulations shall prevail.

11.060 - Number of Automobile Parking Spaces Required

The number of automobile parking spaces required shall be determined as indicated in Table 11.1.

Table 11.1

Use	Number of Parking Spaces Required
Artisan/Craft Product Manufacturing	1 space per 500 square feet of gross floor area
Artisan Shop	1 for each 300 gross square feet of floor area
Auto and Vehicle Sales	1 for each 400 square feet of gross floor area
Auto Parts Sales	1 for each 300 gross square feet of floor area
Banks and Financial Services	1 for each 300 gross square feet of floor area
Bars, Taverns, Nightclubs	1 for each 2.5 seats
Bed and Breakfast Inns	1 for each guest room plus 1 for the inn owner/manager
Child Care Center	1 for each staff member (employee, parent volunteer, etc.) plus 1 loading/unloading space for each 10 children
Commercial Recreation- Bowling Alleys	5 for each alley
Commercial Recreation- Indoor. Dance halls, coin operated amusement arcades, electronic games arcades, ice and roller skating, pool and billiard rooms.	1 for each 50 square feet of gross floor area
Conference/Convention Facility	1 for each 3.5 seats of maximum seating capacity or 1 for each 60 square feet of gross floor area if there are no fixed seats
Dwelling- Accessory	No additional parking requirements apply beyond what currently exists for the existing primary dwelling See specific use regulations in Section 7.030
Dwelling- Single Household, including Attached Townhomes	1 covered space plus 2 additional covered or uncovered spaces
Dwelling- Single Household Addition of New Bedrooms	1 additional space for each additional bedroom over 4 bedrooms
Dwelling- Single Household Conversion of Required Covered Parking to Living Space	Space(s) converted to living quarters replaced with covered or uncovered parking space No replacement parking required for conversions to accessory dwelling units or junior accessory dwelling units.
Dwelling- Mobile Home Park	2 for each mobile home space in the park
Dwellings- Multiple Household	1 which may be covered or uncovered for each bedroom, studio, or efficiency unit. In no case shall a project provide an overall parking ratio of less than 1.5 spaces per unit.
Fueling/Gas Stations	1 for each Pump Island, plus 1 for each Service Bay, plus 1 for each Employee on the Maximum Shift

Funeral Homes, Mortuaries	1 for each 5 seats for the aggregate number of seats provided in all assembly rooms of the mortuary
General Retail Groceries, Specialty Foods	1 for each 300 square feet of gross floor area
Hotels and Motels	1 for each living or sleeping unit plus 1 for the owner or manager
Libraries, Museums and Art Galleries	1 for each 1.5 employees plus 1 for each 200 square feet of gross floor area
Maintenance/Repair Service	1 for each 400 square feet of gross floor area
Manufacturing/Processing	1 space per 500 square feet of gross floor area
Medical Services- Health Care Facility Medical Services- Major	1 for each 3 beds plus 1 for each employee on the maximum shift plus 1 for each 2 staff doctors
Medical Services- Minor	1 for each 200 square feet of gross floor area
Offices- Business/Service, Government, Processing, Professional	1 for each 300 gross square feet of floor area
Public/Civic Buildings and Grounds other than Schools and Administrative Offices	1 for each 2 employees on the maximum shift
Religious Facilities	1 for each 4 seats
Restaurant, Coffee Shop, Café	1 for each 2.5 seats
Rooming, Boarding, Lodging Houses	1 for each bedroom
School-Private Elementary and Junior High	1 for each employee on the maximum shift
School-Private High School and College	1 for each employee on the maximum shift 1 for each 2 students
School- Specialized Education and Training	1 for each employee on the maximum shift 1 for each 2 students
Sports and Entertainment Assembly Facility	1 for each 3.5 seats of maximum seating capacity or 1 for each 60 square feet of gross floor area if there are no fixed seats
Studio- Art, Dance, Martial Arts, Music	1 for each employee on the maximum shift 1 for each 2 students
Theater, Cinema or Performing Arts	1 for each 3.5 seats of maximum seating capacity or 1 for each 60 square feet of gross floor area if there are no fixed seats
Vehicle Services- Major and Minor	1 for each 400 square feet of gross floor area
Wholesaling and Warehouse	1 space per 500 square feet of gross floor area
Unspecified Uses of Buildings, Structures, or Premises	The number of spaces shall be determined by the Zoning Administrator (Director) in accordance with the general purposes standards herein. All new structures in Industrial zones shall provide no less than 35 spaces per acre of land

11.065 - Power of the Zoning Administrator (Director) to Modify Requirements

The provisions of this section as to number of spaces may be modified by the Zoning Administrator (Director) in the following cases only. Any other request for modification shall be submitted as, and meet the tests for, a variance. If the modification pertains to bicycle parking, it shall be routed through the PBAC as well.

- A. Compact spaces may be proposed as set forth within the adopted City standards, subject to review and approval of the Planning Commission.
- B. The number of spaces required may be modified for uses such as elderly housing or retirement homes where it can be demonstrated that automobile use or ownership is significantly lower than for other dwelling or lodging houses.
- C. When a common off-street parking facility, located within three hundred (300) feet of the uses served will provide twenty (20) or more parking spaces, the total number of parking spaces required for all the uses served may be reduced by not more than twenty-five (25) percent upon the obtaining of a conditional use permit. The Zoning Administrator (Director) shall determine prior to granting a conditional use permit for such a reduction that the typical use of the off-street parking facility would be staggered to such an extent that the reduced number of spaces would be adequate to serve all uses sharing the facility.

11.070 - Standards for Off-Street Automobile Parking Facilities

All off-street parking facilities shall conform with the following standards:

- A. **Aisles.** Access to each off-street automobile or bicycle parking space shall be from a driveway or aisle, which is sufficient for readily turning and maneuvering automobiles and bicycles.
- B. **Access.** Each parking space shall be accessible from a street or alley or from an aisle or drive connecting with a street or alley. No off-street parking facility for five (5) or more spaces in an R District shall be designed so that vehicles must back across a sidewalk in order to gain access to a street or alley.

When a parking facility does not abut a public or private street, alley, or access easement, there shall be provided an access drive of not less than twenty (20) feet in width, except as follows:

- 1. Drives furnishing access to parking facilities serving from three (3) to ten (10) dwelling units shall be not less than twelve (12) feet in width and drives serving two (2) or fewer dwelling units shall be not less than ten (10) feet in width.
 - 2. Where separated one-way access drives are proposed, these shall consist of two (2) drives each of which shall not be less than twelve (12) feet in width.
- C. **Site Distance.** Each entrance and exit to a parking lot or driveway shall be constructed and maintained so that any vehicle entering or leaving such parking lot shall be clearly visible a distance of not less than fifteen feet (15') to a person approaching such entrance or exit on any abutting pedestrian walk or foot path and not less than thirty feet (30') to a person approaching such entrance or exit on any abutting bikeway.
- D. **Driveway Gradients.** The maximum gradient for an aisle or drive connecting off-street parking space(s) with the public right-of-way shall not exceed fifteen (15) percent except in hilly areas where maximum gradient shall not exceed eighteen (18) percent and the maximum change in gradient of any such aisle or drive shall not exceed twelve (12) percent rise or eight (8) percent decline in any thirty (30) linear feet.
- E. **Parking in Required Yards.** Parking areas for other than single-family, residential duplex, and bed and breakfast structures shall not be permitted in required front setback or required street side setback.
- F. **Permanent Surface.** Parking areas, aisles, and access drives shall be constructed and maintained to provide a durable, dustless surface and shall be graded and drained to dispose of surface water without damage to private or public properties, streets, or alleys.

- G. **Lighting.** Any lights provided to illuminate a parking facility shall be arranged so as to reflect the light away from any adjacent properties, streets or highways.
- H. **Repair Work.** No repair work or servicing of vehicles shall be conducted on parking area.
- I. **Parking Stall Size.** Parking stall size shall be determined by the Planning Commission in the Site Plan and Architectural Review Procedures and Guidelines.
- J. **Landscape Reserve.** Parking spaces required Industrial and Business Parks zoning districts that exceed current employment needs may be reserved as landscaped area, subject to approval by the Director.

11.080 - Site Plan Approval

All parking facilities except those provided for permitted principal uses in the A, RR, R1, R2, and R3 Districts shall be subject to site plan approval as provided in Section 24.010 of this ordinance, and all areas not used for parking spaces and access drives shall be landscaped in accordance with the standards of Chapter 14 herein.

11.090 - Standards for Bicycle Facilities

The following bicycle facilities shall be provided:

- A. **Number of A Bicycle Parking Spaces Required.** The number of bicycle parking spaces required shall be a minimum of 10% of the automobile spaces required, except for Commercial Recreation and Community Facilities which shall provide a minimum of 25% of the automobile spaces required.
- B. **Type of Bicycle Parking.** The City shall require the installation of a certain percentage of Bicycle Parking (bicycle locker and guarded parking, covered and uncovered bicycle racks) depending on the type of land use. Unless otherwise specified on a case by case basis, of the total bicycle spaces required 60% should be bicycle lockers, another form of enclosed bicycle parking, or guarded parking and 40% should be bicycle racks covered. The intent of this requirement is to provide secure parking at locations where employees and customers will be parking for long periods of time, in particular adjacent to any areas close to public transportation. All deviations from this requirement shall be routed through the PBAC.
- C. **Showers.** Employee shower facilities shall be provided for any new building constructed or for any addition to or enlargement of any existing building in compliance with the Table 11.2:

Table 11.2

Use	Number of Showers Required
Medical, Professional General Business Offices, Financial Services, Business and Trade Schools, General Business Services, Research and Development, Manufacturing	
Less than 10,000 gross square feet	None
10,000-19,999 gross square feet	1
20,000 – 49,999 gross square feet	2
More than 50,000 gross square feet	4
Retail, Personal Services, Eating and Drinking Establishments	
Less than 10,000 gross square feet	None
10,000 -24,999 gross square feet	1
25,000 – 49,999 gross square feet	2
More than 100,000 gross square feet	4

11.095 – Modifications

The provisions of this section as to square footage requiring showers may be modified. Any request for modification shall be routed through the Petaluma Bicycle Advisory Committee for recommendation to the Planning Commission.

11.100 - Off-Street Loading Berth Requirements

For every building or addition, the number of off-street loading berths required shall be as indicated in Table 11.3.

Table 11.3

Use	Number of Loading Berths Required
Motels, hotels, restaurants, public and private business and administrative office, post offices, hospitals, sanitariums, nursing homes, and charitable and religious institutions and clubs	
less than 5,000 sq. ft. of gross floor area	0
5,001 to 50,000 sq. ft. of gross floor area	1
50,001 to 150,000 sq. ft. of gross floor area	2
each additional 150,000 sq. ft. of gross floor area	1
Commercial and industrial establishments, including retail stores, personal service establishments, commercial service enterprises, warehouses, storage facilities, manufacturing plants, and other industrial uses	
less than 12,500 sq. ft. of gross floor area	1
12,501 to 20,000 sq. ft. of gross floor area	2
20,000 to 30,000 sq. ft. of gross floor area	3
30,000 to 50,000 sq. ft. of gross floor area	4
50,000 to 75,000 sq. ft. of gross floor area	5
each additional 25,000 sq. ft. of gross floor space	1
Offices, public buildings other than administrative offices, schools and colleges, places of public assembly, charitable and religious institutions and clubs not used for human habitation, and public utility and public service structures and installations, when any of the foregoing requires the recurring receipt, delivery, or distribution of goods or equipment by truck	One loading berth, plus such additional berths as may be prescribed by the Zoning Administrator (Director)
Mortuaries	
less than 5,000 sq. ft. of gross floor area	1
5,000 to 10,000 sq. ft. of gross floor area	2
each additional 5,000 sq. ft. of gross floor space	1
Cemeteries, columbaria and crematories	One berth plus the number of additional berths prescribed by the Zoning Administrator (Director)
Any other use which requires the recurring receipt or distribution of goods or equipment by truck	One berth plus the number of additional berths prescribed by the Zoning Administrator (Director)

11.105 - Power of the Zoning Administrator to (Director) to Modify or Increase Requirements

The provisions of this section as to number of spaces may be modified or increased by the Zoning Administrator (Director) in the following cases only. Any other request for modification shall be submitted as, and meet the tests for, a variance. If the modification pertains to bicycle parking, it shall be routed through the PBAC as well.

- A. The number of off-street loading spaces may be reduced by not more than ten (10) percent when a common loading facility is provided within three hundred (300) feet of the uses served, upon the obtaining of a conditional use permit. The Zoning Administrator (Director) shall determine prior to granting a conditional use permit for such a reduction that the typical use of the off-street loading facility would be staggered to such an extent that the reduced number of spaces would be adequate to serve all uses sharing the facility.
- B. Off-street loading berths in addition to those prescribed in the schedule of off-street loading berth requirements shall be provided if the Zoning Administrator (Director) finds that such additional berths are necessary to ensure that trucks will not be loaded, unloaded, or stored on public streets. A finding of the Zoning Administrator (Director) shall be based on an investigation of the anticipated frequency of truck pick-ups and deliveries and of the truck storage requirements of the use for which the off-street loading berths are required.

11.110 - Off-Street Loading Facilities – General Regulations

The following general requirements apply to off-street parking:

- A. At the time of initial occupancy, major alteration, or enlargement of a site, or of completion of construction of a structure or of a major alteration or enlargement of a structure, there shall be provided off-street loading facilities for trucks in accordance with the schedule of off-street loading berth requirements prescribed in Section 11.100. For the purpose of this section, the terms “major alteration” or “enlargement” shall mean a change of use or an addition which would increase the number of loading berths required by not less than ten (10) percent of the total number required. The number of loading berths provided for a major alteration or enlargement of a site or structure shall be in addition to the number existing prior to the alteration or enlargement, unless the pre-existing number is greater than the number prescribed in Section 11.100 in which instance the number in excess of the prescribed minimum shall be counted in calculating the number provided to serve the major alteration or enlargement.
- B. **Location of Off-Street Loading Facilities.** Off-street loading facilities prescribed in Section 11.100, inclusive, shall be located on the same site with the use for which the berths are required or on an adjoining site.
- C. **Off-Street Loading Facilities to Serve One Use.** Off-street loading facilities for one use shall not be considered as **providing** required off-street loading facilities for any other use except as provided for in Section 11.105.
- D. **More Than One Use on a Site.** If more than one use is located on a site, the number of loading berths provided shall be equal to the sum of the requirements prescribed in this article for each use. If more than one use is located on a site and the gross floor area of each use is less than the minimum for which loading berths are required, off-street loading berths shall be provided as if the aggregate gross floor area were used for the use requiring the greatest number of loading berths.
- E. Space allocated to any off-street loading berth shall not, while so located, be used to satisfy the space requirements for any off-street parking facility.

11.120 - Standards for Off-Street Loading Facilities

All off-street loading facilities shall conform to the following standards:

- A. Each loading berth shall be not less than forty-five (45) feet in length and twelve (12) feet in width exclusive of aisle or maneuvering space, and shall have an overhead clearance of not less than fourteen (14) feet, except that for mortuaries, cemeteries, columbariums and crematories, a loading berth used exclusively for hearses shall be not less than twenty-four (24) feet in length and ten (10) feet in width and shall have an overhead clearance of not less than eight (8) feet.

- B. Such space may occupy all or any part of any required setback, except front and street side setbacks, and shall not be located closer than fifty (50) feet to any lot in any R District, unless enclosed on all sides by a wall not less than eight (8) feet in height.
- C. Sufficient room for turning and maneuvering vehicles shall be provided on the site.
- D. Each loading berth shall be accessible from a street or alley or from an aisle or drive connecting with a street or alley.
- E. Entrances from and exits to streets and alleys shall be designed to minimize traffic congestion and shall be placed at locations approved by the Zoning Administrator (Director).
- F. The loading area, aisles, and access drives shall be paved so as to provide a durable, dustless surface and shall be so graded and drained so as to dispose of surface water without damage to private or public properties, streets, or alleys.
- G. Bumper rails shall be provided at locations approved by the Zoning Administrator (Director) where needed for safety or to protect property.
- H. If the loading area is illuminated, lighting shall be deflected away from abutting residential sites so as to cause no annoying glare.
- I. No repair work or servicing of vehicles shall be conducted in a loading area.
- J. Landscaping and screening, in accordance with the standards of Chapter 14.

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