

## **PARKING LOT DESIGN STANDARDS CITY OF VICKSBURG**

### **PURPOSE**

(1) The primary purpose of off street parking and loading requirements is to reduce traffic congestion and minimize traffic hazards by providing for adequate and sufficient parking, loading, and unloading of motor vehicles outside public rights of way. This allows additional traffic lanes for arterial roadways, provides more traffic capacity on arterial roadways, permits faster emergency access, and prevents unnecessary interference with traffic flows. Secondary purposes include minimizing development problems with neighboring uses; providing for special parking needs for handicapped drivers; providing adequate parking for all uses; requiring less public rights of way for both traffic lanes and on street parking spaces, and allowing flexibility in meeting off street parking needs. No portion of any public right of way shall be considered as fulfilling or partially fulfilling the off street parking and loading space requirements herein.

(2) Off street parking and loading spaces shall be provided as specified herein: at the time a building is erected, constructed, or moved; at the time a building or use is enlarged or increased in capacity such as by adding floor area, employees, or at the time of conversion from one (1) type of use to another. Provisions relating to maintenance and prohibitions apply to all developments including those in existence prior to the effective date of this Ordinance.

### **GENERAL REQUIREMENTS**

(1) In determining the number of parking spaces required, if such spaces result in fractional parts thereof, the number of said spaces required shall be construed to be the next highest whole number. Whenever a change occurs, as set forth above, that would necessitate additional required parking spaces, said parking spaces shall be provided in the amounts hereafter specified if the existing parking area is inadequate to serve said change. The provisions of this ordinance governing parking lots within the Historic Vicksburg District shall be set aside, and such parking lots shall be governed by the City of Vicksburg Board of Architectural Review. However, this section shall not be construed so as to relieve one from any other provisions of the parking lot regulations. Parking lots for dockside gaming establishments shall be regulated in accordance with the provisions of Section 409 et seq. However, this section shall not be construed so as to relieve one from any other provisions of the parking lot regulations.

(2) This ordinance applies to all off street parking lots.

a. Parking lots attached to a commercial use shall not be developed or occur within a residential zone designated as R-1, R-2, R-3 and CBR-4 in the Zoning Ordinance of the City of Vicksburg. If such commercial parking lot abuts a single-family or two-family residential zone (R-1, R-2, or R-3), parking may not occur within twenty-five (25) feet of such residential zone. If such commercial parking lot abuts a multifamily residential zone (CBR-4), parking may not occur within twenty-five (25) feet of such residential zone. However, if the parking facility or space is designated for tour buses and/or recreational vehicles, parking of tour buses and recreational vehicles shall not occur within fifty (50) feet of any residential zone (R-1, R-2, R-3 and CBR-4). There shall be a heavily landscaped visual and sound buffer between all parking lot areas and residentially zoned areas. This landscaped and visual sound buffer shall be a minimum of ten (10) feet wide.

(3) All off-street parking facilities shall be located on the same lot or plot of ground as the principal building served. If parking is required on lots other than that of the principal building served, the development will have to seek approval from the site plan review committee. The hardship falls on the developer to prove why there is a need for parking on lots other than that of the principal building.

(4) All businesses in the C-3 Central Business District shall be exempt from parking **provided they are within 3 blocks of public parking**. All new parking lots developed in the Historic Vicksburg District shall be reviewed and approved by the City of Vicksburg's Board of Architectural Review. Also, the off-street parking requirements for uses not specifically mentioned herein shall be the same as those for similar uses as determined by the Administrative Official. Parking spaces are calculated based upon the **gross floor area** occupied by the general public.

(5) All existing and proposed athletic facilities, complexes and parks, developed by public or private entities, shall be handled on a case by case basis by the Site Plan Review Committee. These types of facilities shall not be held to the standards set forth in this ordinance. The Site Plan Review Committee shall review each proposed athletic facility, complex or park and work with the developer to develop a plan that protects general health, safety and welfare of the public.

***(6) Minimum required parking spaces per use***

<i>Uses</i>		<i>Required Parking Spaces</i>
a.	One and two family dwellings	2 spaces per dwelling
b.	Apartment Complex (Multi-family	2 spaces per dwelling unit
c.	Tourist homes, Bed and Breakfasts, Hostels, Hotel, Motel and Cabins	1 space per lodging room plus 1 space per dining/lounge table and 1 space per employee based on the combined largest shifts
d.	Office Buildings	1 space per 250 square feet of gross floor area
e.	Clinics	2 spaces per treatment room
f.	Behavioral and Addiction Treatment Center, Medical Center, or Medical Hospital	1 space per sleeping and outpatient treatment room plus 1 space per employee based on the largest shifts
g.	Boarding House, Halfway House, Assisted Living Home	1 space per sleeping room
h.	Correctional, Mental Care Institution, Detention Center or Jail	1 space per employee based on the combined largest shifts plus 1 space per 10 residents

i.	Adult or Child day care center Nursery school	1 space per 200 square feet of gross floor area
j.	Crisis Center or Soup Kitchen, Mission or Shelter	1 space per 300 square feet of gross floor area plus 1 space per bed
k.	Eleemosynary or Philanthropic Institution	1 space per 200 square feet of gross floor area
l.	Funeral Home	1 space per 4 seats in chapel If no chapel, then 1 parking space for every 15 square feet of viewing area
m.	Athletic Club, Health Club, Spa	1 space per 100 square feet of gross floor area, swimming pool and deck areas
n.	Country Club, Golf Club, Racquet Club	4 spaces per Court or Green plus 1 space per 100 square feet of floor area, swimming pool and deck areas
o.	Limited Fraternal Club, Lodge or Order, Private Club or Lodge	1 space per 100 square feet of gross floor area
p.	Farmers or Produce market or Produce stands	1 space per 300 square feet of gross floor area
q.	Elementary, Junior High or Middle School Kindergarten	2 spaces per classroom plus 1 per employee
r.	High School, University, College or Community College	1 space per 300 square feet plus 1 per employee
s.	City, County (government and Quasi-government)	1 space per 300 square feet of gross floor area

t.	Amphitheater, concert or performance hall, church, assembly hall, playhouse or theater	1 space per 4 assembly seats
u.	Fishing, boating or swimming facilities	25 spaces per boat ramp plus 1 space per 100 square feet of gross designated swimming, beach and pier area
v.	Marina	2 spaces per slip plus 25 spaces per boat ramp
w.	Museum	1 space per 300 square feet of gross floor area
x.	General and Neighborhood Commercial	1 space per 300 square feet of gross floor area
y.	Shopping Center or Mall	1 space per 200 square feet of gross floor area
z.	Broadcasting studio	1 space per 300 square feet of gross floor area
aa.	Animal hospital (VET)	4 spaces per treatment room
bb.	Animal pound or commercial kennel	1 space per 8 pens
cc.	Stable, Commercial	1 space per 2 stalls
dd.	Automobile, boat, RV or truck dealerships or auctions	1 space per 500 square feet of gross floor area plus 1 space per 2,500 square feet of vehicular display area
ee.	Automobile body and paint, customization	3 spaces per bay
ff.	Automotive muffler or transmission shop	3 spaces per bay

gg.	Automotive tire store	1 space per 300 square feet of gross floor area
hh.	Car Wash, automatic or full service and restoration or upholstery shop for automobiles	5 spaces per car wash facility plus 1 space per employee based on the combined largest shifts
ii.	Car wash, self service	2 spaces per car wash facility
jj.	Garage, repair or service	3 spaces per bay
kk.	Gasoline station	1 space per 200 square feet of gross floor area
ll.	Adult entertainment business	1 space per 100 square feet of gross floor area
mm.	Teen night club	1 space per 100 square feet of gross floor area
nn.	Baseball or softball batting cages	3 spaces per batting cage
oo.	Pool or billiard hall	2 spaces per pool or billiard table
pp.	Bowling alley	5 spaces per lane
qq.	Cinema or Motion picture theater	1 space per 4 assembly seats
rr.	Game arcade or skating rink	1 space per 200 square feet of gross floor area
ss.	Go cart track	20 spaces per track
tt.	Miniature golf	3 spaces per hole
uu.	Range, archery or shooting	2 spaces per shooting position
vv.	Range, golf ball driving	3 spaces per tee box

ww.	Laundromat, commercial or coin operated	1 space per 200 square feet of gross floor area
xx.	Laundry, commercial	1 space per 300 square feet of gross floor area
yy.	Laundry drop-off & pickup station	1 space per 300 square feet of gross floor area
zz.	Barber or beauty shop	2 spaces per barber chair
aaa.	Photography or recording studio	1 space per 300 square feet of gross floor area
bbb.	Tanning salon, tattoo parlor or body piercing establishment	1 space per 200 square feet of gross floor area
ccc.	Class A and B restaurants	1 space per 100 square feet of gross floor area plus 1 space per dining/lounge table and 1 space per employee based on the combined largest shifts
ddd.	Class C and D restaurants	1 space per 50 square feet of gross floor area plus 1 space per dining/lounge table and 1 space per employee based on the combined largest shifts
eee.	Class E restaurants	1 space per dining/lounge table and 1 space per employee based on the combined largest shifts
fff.	Implement or Manufactured home dealership	1 space per 500 square feet of gross floor area plus 1 space per 2,500 square feet of vehicular display area
ggg.	Travel center or Truck stop	1 space per 200 square feet of gross floor area plus 1 space per dining/lounge table

hhh.	Airport, Bus station, general aviation landing strip, heliport, helistop	1 space per 200 square feet of gross floor area plus 1 space per employee based on the combined largest shifts
iii.	Bus barn or fuel depot	1 space per employee based on the combined largest shifts
jjj.	Charter or sightseeing watercraft service	1 space per 4 persons of maximum occupancy of each watercraft plus 1 space per employee based on the combined largest shifts
kkk.	Rental agency, automobile or truck	1 space per 500 square feet of gross floor area plus 1 space per 2,500 square feet of vehicular display area
lll.	Taxicab Company or Limousine Service	1 space per employee based on the combined largest shifts
mmm.	Junk or salvage yard	1 space per employee based on the combined largest shifts
nnn.	Storage facility, self storage	1 space per 300 square feet of gross floor area
ooo.	All Industrial establishments, including manufacturing, research and testing, laboratories and warehouses	1 space per employee based on the combined largest shifts

(6) Off street parking regulations for all uses, with the **exception of single, two, and multi-family residential uses**, are the following:

- a. Any required parking space shall be used for parking only. Any other use of such space, including product display, storage, repair work, or servicing of any kind other than in an emergency, shall be deemed to constitute a violation of the provisions herein;
- b. Unless otherwise approved by the Zoning Board of Appeals, structures of any kind shall not be built within required parking spaces;
- c. A parking lot shall not be reduced or encroached upon unless approved by the Site Plan Review Committee; and
- d. Parking spaces shall not be provided within fifteen (15) feet of a fire hydrant.

When the square footage of a nonconforming parking lot is increased, compliance shall be as follows:

- a. **Expansion by less than fifty (50) percent:** when a parking lot area is expanded by less than fifty (50) percent, only the expansion area must be brought into compliance. However, expansion of a lot, which will result in 20 or fewer spaces, will not have to comply with the landscaping requirements of this ordinance.  
  
Expansions of this nature may occur a maximum of two (2) times over the course of the history of a property. If any further expansions are made then the entire parking lot must be brought into compliance with the ordinance.
- b. **Expansion by fifty (50) percent or more:** when a parking lot area is expanded by fifty (50) percent or more, the entire expansion area shall be brought into compliance and the preexisting parking lot area shall be brought into compliance with the landscaping requirements of this section.

## PARKING LOT REQUIREMENT STANDARDS

Encroachment barriers such as wheel stops or continuous concrete curbing of at least six (6) inches in height shall be required for parking spaces abutting landscaped areas, structures, fences, walls, and sidewalks or walkways. These barriers shall be placed so that motor vehicles will not come into contact with any landscape material, structure, fence, or wall. In addition, encroachment barriers shall be situated so that the length of the required parking space is not decreased.

Any business, such as a grocery store, which uses self service shopping carts in order to allow customers to carry goods between the business and their motor vehicles is required to install shopping cart corrals within its parking lot. No parking space shall be more than sixty (60) feet from any such corral, and said corrals shall be shown on required parking plans. The corrals shall be designed so that patrons can return the shopping carts to said corrals via aisles or designated walkways without having to cross parking spaces. Said corrals shall be emptied of shopping carts regularly and shall be maintained.

- (1) **Avoidance of interferences:** all parking areas shall be located and designed so as to avoid undue interferences with the use of public streets and alleys. The location of all curb cuts and entrances onto public streets shall be approved by the Department of Public Works.
- (2) **Surfaces:** all required parking areas, driveways and circulation areas shall be surfaced with asphalt, concrete, exposed aggregate concrete or other, similar hard surfaces. Gravel or other aggregates will not be allowed. Any other hard surface type will be reviewed for consideration by the Site Plan Review Committee.
- (3) **Separation from building:** all parking areas located next to the building shall be separated at least eight (8) feet from buildings with a five (5) foot sidewalk and a three (3) foot landscaped area.
- (4) **General dimensions and identification of parking spaces:** for purposes of this section, a parking space shall not be less than nine (9) feet by eighteen (18) feet.
- (5) **Aisle widths:** the minimum widths of aisles between rows of parking stalls shall vary with the angle of parking; the wider the parking angle, the wider the aisle width required. The minimum aisle widths shall be as shown below, based on one-way or two-way traffic and the angle of parking:

	45°	50°	55°	60°	90°
One-way	13'	14'6"	16'	17'6"	20'
Two-way	15'6"	17'	18'6"	20'	25'



- (6) **Parallel parking space dimensions:** whenever parking areas consist of spaces set aside for parallel parking, the dimensions of such parking spaces shall not be less than twenty-two (22) feet by nine (9) feet excluding all driveway entrances and exits.
- (7) **Widths of driveways:** driveways and entrances shall be a minimum of twelve (12) feet and a maximum of fifteen (15) feet in width for one-way traffic and a minimum of twenty-five (25) feet and a maximum of thirty-six (36) feet in width for two-way traffic.
- (8) **Vehicle movement generally:** all parking lots shall be designed so that sanitation, emergency and other public service vehicles can serve such parking lot without the necessity of backing unreasonable distances or making other dangerous or hazardous turning movements. Every vehicle movement area shall be designed so that vehicles cannot extend beyond the perimeter of such area onto adjacent properties or public rights-of-way. Such areas shall also be designed so that vehicles do not extend over sidewalks or tend to bump against or damage any wall, vegetation or other obstruction.
- (9) **Circulation areas:** circulation areas shall be designed so that vehicles can proceed safely without posing a danger to pedestrians or other vehicles and without interfering with parking areas.
- (10) **Ingress and egress:** parking lots with twenty (20) or more parking spaces shall have two (2) remote points of ingress and egress as approved by the Site Plan Review Committee.
- (11) **Maintenance of parking and loading areas:** parking lot and loading areas shall be properly maintained in all respects. In particular, and without limiting the foregoing, all surfaces shall be kept in good condition, free from potholes, loose gravel, etc. and parking space lines or markings shall be kept clearly visible and distinct at all times.
- (12) **Grades:** general parking shall not occur on a grade exceeding six (6) percent and shall not exceed two (2) percent for handicapped parking. In areas where the existing grade exceeds fifteen (15) percent, a special exception may be granted from the general parking requirement mentioned herein; provided however that a hardship has been shown.
- (13) **Handicapped accessibility guidelines:** all new parking lots shall conform to the accessibility guidelines of the American Disability Act.
- (14) **Parking lot lighting requirements:** the entire parking lot area should be lighted to accommodate night time vehicular and pedestrian traffic.
- (15) **Parking lot lighting locations:** parking lot lighting can be located in the parking lot, attached to the building that the parking lot surrounds and/or along the perimeter of the parking lot as needed. Lighting should not be placed in such a way as to disrupt the flow of nor create a hazard to vehicular or pedestrian traffic. All wiring, electrical conduits and other electrical systems pertaining to parking lot lighting shall be located underground or in such a way that they are out of sight. Overhead wiring will not be allowed. Parking lot lighting, when mounted on poles, shall be located within landscape islands where ever possible.
- (16) **Loading space requirements:** such space shall include a twelve (12) foot by forty (40) foot loading space with a fourteen and one half (14 ½) foot height clearance for every ten thousand (10,000) square feet of building floor area. This restriction shall not be applicable for existing buildings in the C-3 Central Business District. The setback of a loading dock parallel to a road shall be at least seventy (70) feet as measured from the right-of-way line to the loading dock in order to avoid undue interference with said road right-of-way.
- (17) **Parking islands:** parking islands with minimum six-inch concrete curbs must define the ends of all parking aisles. These islands must be at least eight (8) feet in width and the full length of the parking space. This serves important circulation and aesthetic functions by enhancing parking aisle visibility, by maintaining drivers' sight lines at internal intersections, by protecting vehicles parked at the ends of rows from turning traffic, and by providing areas for landscaping.

- (18) **Parking dividers:** dividers shall be constructed along the length of every third parking row. Dividers shall be a minimum of six (6) feet wide. In cases where pedestrian traffic is anticipated these dividers can serve as pedestrian walkways and keep pedestrians out of the main aisles of traffic. In this case, at least six (6) feet shall be paved as a pedestrian walkway and four (4) feet shall be set aside for landscaping. The need for pedestrian oriented dividers shall be determined during the Site Plan Review Process.

## **PARKING LOT AND LANDSCAPING PLANS**

- (1) Applicants with developments subject to the regulations of this section shall submit a Site Plan to the Community Planning Department for Site Plan Review. **The plan shall be stamped by a licensed engineer, architect or landscape architect.** This submission shall be made simultaneously with the submission of applications for all applicable zoning and building permits. The applicant shall submit five (5) copies of the Site Plan. Such a plan shall be drawn to a minimum of one inch (1") equal fifty (50) feet scale including dimensions and distances, and shall clearly show property lines and delineate existing and proposed buildings, building dimensions and cross-sections, parking areas, loading areas, driveways, roadways, sidewalks, utilities, lighting, sprinkler or water outlet locations, and shall designate the type, size, number, and location of the landscape materials to be installed or, if existing, to be used in accordance with the requirements hereof. Evidence of ownership or lease of property to be developed into a parking lot shall be required. Consult the **Site Plan Review Guidelines** for more specific information to be included on a Site Plan.
- (2) Landscaped areas shall be located at the owner's discretion provided however that all parking spaces are within fifty (50) feet from the trunk of one (1) large or medium tree or two (2) small trees. Tree planting areas shall be a minimum of two hundred (200) square feet with a minimum dimension of eight (8) feet.
- (3) All parking lots that serve multiple businesses or uses of land or share unified ingress and egress shall be considered as a single parking lot for the purpose of computing the required rate of trees, notwithstanding ownership. Such landscaped areas may be encroached upon by a motor vehicle only to the extent that such vehicle does not come into contact with landscape materials and there remains a minimum of four (4) feet of undisturbed landscaped area between such vehicle and another vehicle across such area or property line. Landscaping within a parking lot which is devoted to display purposes only, as in the case of a vehicle dealership, is not required.

## **LANDSCAPE MATERIALS REQUIRED**

All landscape materials shall be of nursery stock quality and shall be installed in a sound workmanlike manner and according to landscape construction industry standards by a contractor licensed by the State of Mississippi as a landscape gardener, landscape architect, nurseryman, or landscape contractor. Such landscape materials shall be adaptable to climate conditions of the area and shall be maintained in good condition and in accordance with all provisions herein as follows:

- (1) Landscape material shall be true to name, variety, and size, and shall be the highest quality stock. Landscape material shall be installed as shown on the landscape plan;
- (2) All single trunk trees shall have a minimum of at least one and one-half (1 ½) inch caliper trunk upon installation, measured five (5) feet from the base of the trunk.
- (3) Multiple trunk trees shall have main stems three quarter (¾) inch in caliper, measured five (5) feet from the base of the trunk;
- (4) Any landscape material shown on the landscape plan that fails to show healthy growth must be removed and replaced within sixty (60) days of notification by the City;
- (5) Any landscape material shown on the landscape plan otherwise removed must be replaced within sixty (60) days of notification by the City;
- (6) Any replacement landscape material must meet the size and other characteristics of newly planted materials, as required herein;
- (7) Maintenance of all landscaping is the responsibility of the property owner; and
- (8) All required landscaped areas shall have access to water by either an underground sprinkler system or a water hose attachment within one hundred fifty (150) feet of each landscaped area.

## **INSPECTION**

The Zoning Administrator or his or her authorized agents, shall inspect each new parking lot or an expansion of an existing parking lot upon completion to issue a final permit. If the construction is substantially complete but not in full compliance with this ordinance, the Zoning Administrator or his or her authorized agents, shall give the owner, tenant, lessee, contractor or applicant notice of the deficiencies and shall specify a reasonable period of time from the date of inspection for the deficiencies to be corrected. If the deficiencies are not corrected within such specified time period, the initial approval permit shall lapse and become void. If the construction is complete, the Zoning Administrator or his or her authorized agents, shall issue the final inspection permit.