

CHAPTER 9

OFF-STREET PARKING REQUIREMENTS

9.1 GENERAL PROVISIONS

The purpose of these off-street parking requirements is to provide standards that will protect the health, safety and general welfare of the public and achieve the following:

- Provide and maintain an orderly system of parking lots that provide safe and adequate access to drivers and vehicles.
- Create a network of public and private streets, driveways, aisles and parking lots that provide a safe means of travel within Owasso.
- Provide for ‘green’ design opportunities.
- Augment existing regulations.

9.1.1 PARKING STANDARDS

- A. The standards and diagrams provided within this chapter are designed to create an ingress and egress system that provides Owasso citizens and visitors with a safe environment on public roads and in private parking areas. Any deviation from these requirements must be approved by the officials from the Community Development and Public Works Departments, or through variance or appeal to the Owasso Board of Adjustment.
- B. Provided parking calculations found within this chapter are designed to provide a minimum number of parking stalls that will meet customer demand for certain types of businesses as well as provide adequate parking for employees and other persons integral to operating those specific businesses.
- C. All off-street parking lots for any use shall be designed based upon the criteria listed in this chapter. Any parking lots that are expanded or altered shall meet the requirements of this chapter. Any expansion of any current business by more than twenty five percent (25%) shall trigger a requirement to meet the requirements set forth in this chapter.
- D. All required parking for any use shall be provided on the same lot as the use. Off-site parking arrangements shall not be allowed unless the

parking lot is contiguous to the subject property and evidence of a shared parking agreement shall be provided to the City of Owasso.

- E. The regulations found within this chapter are designed to be in accordance with and supplement the other chapters of the Owasso Zoning Code. Wherever these regulations may be in conflict with other sections of Owasso City Code, the more restrictive shall apply.
- F. Failure to maintain parking lots, parking spaces, driveways or any vehicle drives, loading areas, storage areas, or parking areas as outlined in this chapter shall constitute a Zoning Code violation and shall be subject to enforcement.
- G. No person shall park or place an automobile, trailer, vessel or any other type of vehicle upon a public or private street, parking lot or any public or private property for the purpose of displaying such automobile, trailer, vessel or any other type of vehicle for sale, hire, or rental, or for other advertising purposes, unless said property is zoned by the City for such purpose and the vendor is duly licensed to transact such business at that location. This prohibition shall not apply to the sale of a vehicle on private residential property belonging to the owner of any such vehicle.

9.1.2 DUTY TO PROVIDE AND MAINTAIN OFF-STREET PARKING

The duty to provide and maintain the paved off-street parking spaces herein required shall be the responsibility of the operator and owner of the use or business on a site and/or the owner of the land on which the use or uses exists. Each standard parking space shall have adequate space for ingress and egress. No land shall be used or occupied, no structure shall be built, altered, used, or occupied, and no use shall be operated unless the off-street parking spaces herein required are provided in at least the amount specified, and maintained in the manner herein set forth.

9.1.3 SURFACING

All parking stalls shall be constructed of concrete or asphalt. ‘Green’ design alternatives to concrete or asphalt such as permeable paving systems shall also be allowed upon approval by the Community Development Administrator. Documentation of how permeable paving systems would be installed shall be provided for review and approval. Permeable paving systems include but are not limited to systems such as pavers, ‘grasscrete’, permeable asphalt, and other approved applications.

All private parking lot surfaces shall be maintained in such a way as to ensure a safe and flat travel surface. Potholes, large cracks, and pieces of paving that are missing shall be replaced and/or repaired. Curbing shall be repaired or replaced whenever it becomes broken. Failure to maintain parking lots in a

safe manner shall constitute a Zoning Code violation and shall be subject to enforcement.

9.1.3 STRIPING

All parking spaces, required ADA improvements, drive lanes, no-parking areas, and all other required components shall be clearly striped or delineated. All striping shall be clearly maintained and visible. If striping is faded or becomes removed, it shall be replaced in the exact layout as approved. Failure to meet these criteria shall be handled as a Zoning Code violation and shall be subject to enforcement.

All required striping shall be yellow or white surface markings at least four (4) inches in width. One-way or two-way drives and required turning areas shall be identified with directional arrows.

9.2 NUMBER OF OFF-STREET PARKING SPACES REQUIRED

9.2.1 GENERAL PROVISIONS

- A. If not otherwise specified within this chapter, all parking calculations shall be based on gross square footage of the building or the use.
- B. If a classification is not specified within this chapter, the Administrator shall calculate parking requirements for that use based upon national and regional parking standards.
- C. All existing parking situations shall not be required to comply with these standards. However, any additions or new development that increase the square footage of the building by 25% or increase the number of parking spaces by 25% shall be required to comply with these standards.
- D. If a lot has multiple uses, each use shall provide the minimum number of parking spaces as outlined in this chapter.
- E. Bicycle parking shall be provided as shown in Table 9.1. Bicycle parking shall be provided in a bike rack or other structure affixed to the ground that holds a bicycle vertical and allows a lock or chain to be connected from the bike to the rack. A minimum of two (2) bicycle spaces shall be provided for any business requiring bicycle parking.
- F. Off-street parking spaces for motor vehicles shall be provided in at least the amount shown in Table 9.1. A minimum of four (4) parking spaces shall be provided for any business.

**Table 9.1
Parking Requirements by Type of Use**

USE	PARKING REQUIREMENT	BIKE
AGRICULTURAL		
Agricultural Implement Sales	1 per 500 sq. ft. of sales area	5%
ANIMAL RELATED		
Kennel	1 per 750 sq. ft., plus 1 per employee	5%
Veterinarian	1 per 250 sq. ft. of gross area	5%
EDUCATIONAL/CHILD CARE		
Child Care / Day Care	1 per 400 sq. ft.	10%
College/University/Junior College	1 per 6 students	25%
Elementary School	2 per classroom	100%
Extra School Stadium Requirements	1 per 4 seats	15%
Fraternity or Sorority	1 per bed within the building	25%
Library	1 per 500 sq. ft.	25%
Middle School	2 per classroom	100%
High School	5 spaces per classroom	60%
Trade School	1 per 2 students, plus 1 per employee	25%
FINANCIAL		
Automatic Teller Machines	Not required for drive-thru, 2 required for walk-up	N/A
Banks and Financial Institutions	1 per 400 sq. ft.	5%
FOOD/BEVERAGE		
Coffee Shop	1 per 100 sq. ft. of customer service area	25%
Ice Cream/Yogurt Shop	1 per 100 sq. ft. of customer service area	25%
Restaurant with Drive-thru	1 per 100 sq. ft. , including outdoor areas	10%
Restaurant - Drive-In	1 per 100 sq. ft. of dining area (indoor/outdoor)	10%
Restaurant	1 per 100 sq. ft. , including outdoor areas	5%
Restaurant - Take-out only	1 per 100 sq. ft. of customer service area	25%
Tavern/Bar/Nightclub	1 per 100 gross sq. ft.	5%
INDUSTRIAL		
Equipment Rental	1 per 300 gross sq. ft.	5%
Manufacturing	1 per 750 sq. ft.	10%
LODGING		
Bed and Breakfast	1 per guestroom, plus 2 for primary residence	N/A
Boarding or Rooming Houses	1 per bedroom + 2 spaces	10%
Hotel / Motel	1 per 1.5 per guest rooms, plus 1 per 300 sq. ft. of meeting/restaurant area, plus 1 per employee of largest shift	5%
MEDICAL/CARE		
Funeral Home	1 per 4 seats of assembly area	5%
Halfway Houses / Sober Living	1 per 2 beds, plus 2	25%

Hospital	1.25 per 2 beds, plus 1 for each employee of largest shift	5%
Medical Office	1 per 200 gross sq. ft.	5%
Nursing Home / Care Home	1 per 3 beds, plus 1 per employee of largest shift	5%
Social Assistance	1 per 250 sq. ft.	10%
OFFICE		
Professional Office	1 per 250 gross sq. ft.	5%
Radio/TV Studio	1 per 250 gross sq. ft.	5%
Research and Development	1 per 500 sq. ft.	5%
OTHER		
Airport	1 per 100 sq. ft. of waiting area	5%
RECREATION/ENTERTAINMENT		
Amusement	1 per 600 sq. ft. of site area	10%
Arcade/Game Room	1 per 300 sq. ft.	25%
Athletic/Recreation Facility - Indoor	1 per 3 persons at max capacity, plus 1 per employee	10%
Athletic/Recreation Facility - Outdoor	1 per 5 seats	10%
Auditorium/Arena	1 per 5 seats	5%
Billiard Parlor	2 per billiard table	10%
Bowling Alley	2 per lane, plus 1 per employee	10%
Campground	1 per campsite	N/A
Community Center	1 per 250 sq. ft.	20%
Dance Hall	1 per 100 gross sq. ft.	5%
Day Use Area	Min. of 5 spaces	10%
Golf Course	40 per 9 holes, plus 1 per 300 sq. ft. of clubhouse	5%
Golf Driving Range	1 per tee, plus 1 per 300 sq. ft. of shop	5%
Mini Golf Course	2 per hole	25%
Museum / Gallery	1 per 400 sq. ft.	20%
Skating Rink	1 per 500 sq. ft.	25%
Swimming Pool	1 per 200 sq. ft. of facility	25%
Theater	1 per 3.5 seats	10%
RESIDENTIAL		
Mobile / Manufactured Home	2 off-street spaces (can include garage)	N/A
Residential Single-Family	2 off-street spaces (can include garage)	N/A
Residential - Duplex / Triplex	2 off-street spaces per unit (can include garage)	N/A
Residential Multi-Family		
-2-bedroom unit	2 per unit	10%
-3-bedroom unit	2.5 spaces per unit	10%
-4-bedroom unit and above	.75 spaces per bedroom	10%
-Studio or 1-bedroom unit	1 space per unit	20%
RETAIL & PERSONAL SERVICES		
Convenience Stores	1 per 200 sq. ft., plus 1 adjacent to each gas pump	10%
Drug Store	1 per 300 sq. ft.	10%
Furniture Store	1 per 500 sq. ft.	5%
General Retail	1 per 300 gross sq. ft.	10%
Grocery Store	1 per 250 gross sq. ft.	5%
Gym / Workout Facility / Health Club	1 per 200 sq. ft.	15%

Hardware/Home Improvement Store	1 per 250 gross sq. ft.	5%
Liquor Store	1 per 300 sq. ft.	5%
Nursery / Greenhouse	1 space per 500 sq. ft.	5%
Outdoor / Uncovered Retail	1 per 500 sq. ft. of sales area	5%
Personal Services	1 per 200 sq. ft. of gross area	10%
Wholesale Retail	1 per 500 sq. ft. of gross area	5%
UTILITY		
Utility Office	1 per 200 sq. ft. of customer area, plus 1 per employee of largest shift	5%
VEHICLE		
Car/Vehicle Wash	2 plus bays for each wash unit and 1 bay per vacuum	N/A
Vehicle Rental	1 per 300 sq. ft. of office area, plus 1 per rental car	5%
Vehicle Sales	1 per 400 sq. ft. gross area	5%
Vehicle Service/Repair	1 per 300 sq. ft., repair bays shall not be counted	5%
WAREHOUSE/PARCEL/FREIGHT		
Self-Storage / Mini-Storage	1 per 300 sq. ft. of office area	5%
Warehouse	1 per 1500 sq. ft., plus 1 per employee of largest shift	5%
WORSHIP		
Church/Place of Worship - Multi Use	1 per 4 seat in assembly area, plus 1 per 150 sq. ft in other areas	10%
Church/Place of Worship - Single Use	1 per 4 seats in assembly area	10%

9.3 DESIGN OF COMMERCIAL PARKING STALLS AND PARKING LOTS

9.3.1 GENERAL PROVISIONS

- A. Plans - Any applicant submitting a site plan for approval must submit plans showing the off-street parking areas required by this ordinance. These plans must show location, arrangement, and dimensions of the off-street parking, turning spaces, drives, aisles, and ingress and egress in a manner satisfactory for the safety and convenience of pedestrian, as well as vehicular, traffic. A title block will accompany the plan showing: scale, date, north arrow, name and address of property owner, and name and address of the company preparing site plan.
- B. All parking lot lighting shall comply with Chapter 19 of the Owasso Zoning Code.
- C. All parking lots shall comply with the requirements of Chapter 20 of the Owasso Zoning Code - Landscaping, Screening, and Buffering
- D. All parking lots shall be designed to meet all applicable ADA guidelines.
- E. All parking lots and parking stalls are encouraged to be designed to incorporate Low-Impact Design (LID) principles and ‘green’ building materials and techniques are encouraged to be used as well.

- F. All parking lots and parking stalls shall be fully installed and striped prior to issuance of any Certificate of Occupancy.
- G. All parking areas are encouraged to be built at the rear of lots or beside buildings, with buildings brought to the front of lots, especially when abutting an arterial, a frontage road, or a highway.
- H. For all approvals not requiring City Council or Planning Commission approval, the Community Development Administrator shall be the approving authority for parking design. The City of Owasso Fire Marshall shall have approving authority for any and all plans dealing with Fire safety. Any appeals of any Administrative Official shall be taken to the Owasso Board of Adjustment.

9.3.2 STANDARD PARKING STALL DESIGN

- A. All parking lots in the City of Owasso shall be designed according to the criteria contained within this chapter. All parking stalls and parking lot aisles shall meet the minimum standards contained in Table 9.2.
- B. Each standard parking space shall be at least nine (9) feet wide and twenty (20) feet long. A parking space may be reduced to eighteen (18) feet long if a minimum two (2) foot overhang is provided. The overhang area shall not encroach into any required sidewalk area and shall not interfere with any required landscaping. See Table 9.2 for all parking space design criteria.
- C. Wheel or bumper guards shall be located so that no part of any vehicle extends beyond the parking area, intrudes on pedestrian ways, or comes in contact with walls, fences or planting areas.

CITY OF OWASSO PARKING SPACE DESIGN CRITERIA			
<u>Angle</u>	<u>Width</u>	<u>Aisle Width One-Way</u>	<u>Aisle Width Two-Way</u>
90°	9 ft.	24 ft.	24 ft.
60°	9 ft.	18 ft.	23 ft.
45°	9 ft.	13 ft.	22 ft.
30°	9 ft.	11 ft.	22 ft.
0° (parallel)	8.5 ft.	12 ft.	24 ft.

Table 9.2

9.3.3 COMPACT PARKING SPACE DESIGN

For any parking lot, up to 20% of the parking stalls may be constructed as compact parking spaces. Compact parking spaces shall be a minimum of eight (8) feet wide and a minimum of seventeen (17) feet long. All compact parking areas shall provide a landscape strip or raised area with stamped concrete at least 8 feet wide and 3 feet deep at the front of each space. The rear of the compact parking spaces shall align with all other parking spaces in the row. Signage shall be provided for each compact space. See Figure 9.1.

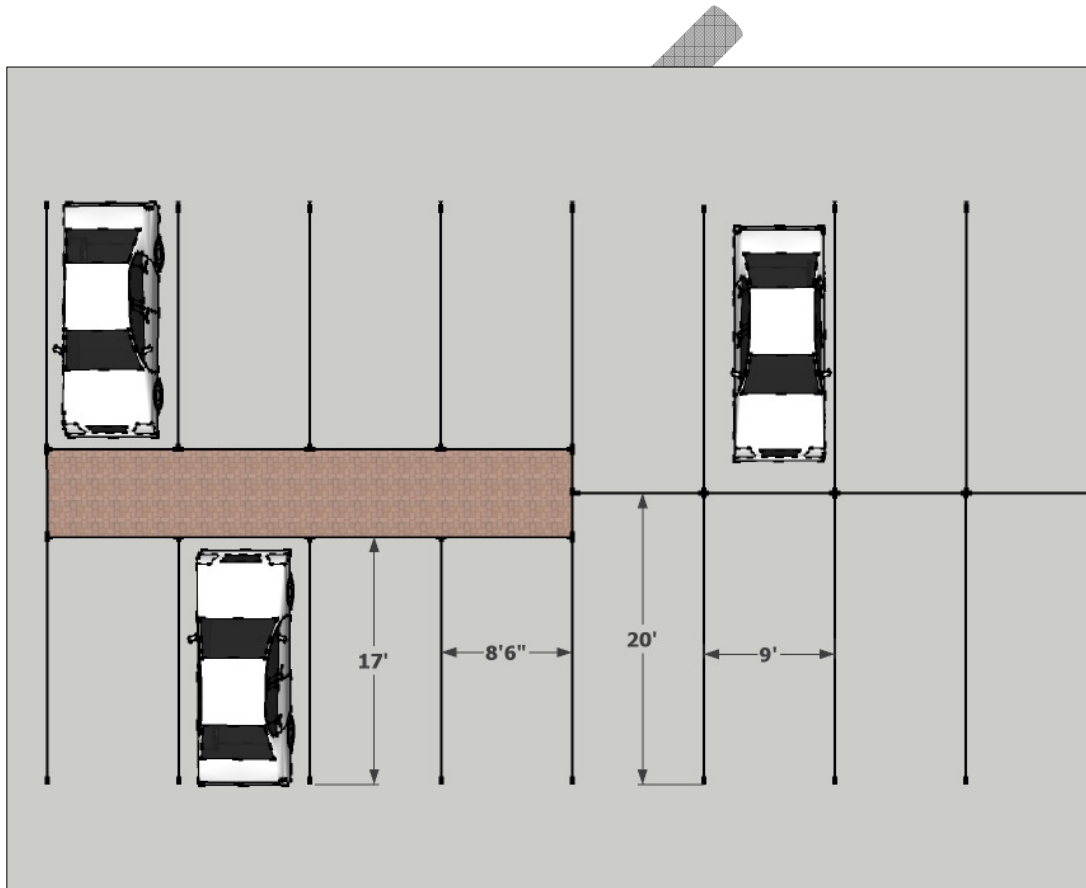


Figure 9.1
Compact Parking Design

9.3.4 MOTORCYCLE PARKING

- A. Motorcycle parking is encouraged to be provided for all businesses. Parking spaces designed to be used only as motorcycle spaces shall be designed according to these standards. Signage and appropriate striping shall be provided for all motorcycle parking areas. Any business that provides a motorcycle parking space may reduce the number of required

automobile parking space by one (1), up to a maximum of ten (10) spaces.

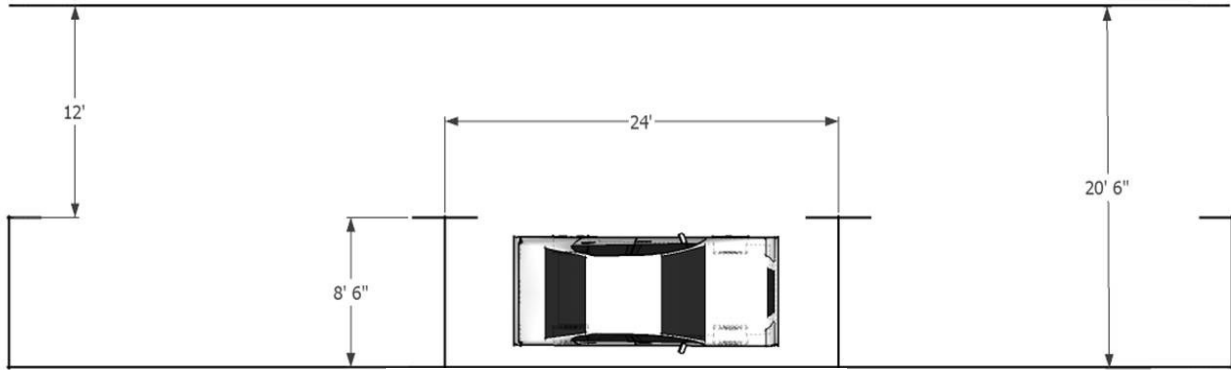
- B. Motorcycle parking spaces shall be provided in vehicular parking lots and no sidewalks shall be used for the parking or storage of motorcycles. Motorcycles shall not be parked in bicycle parking areas.
- C. A motorcycle parking space shall be designed at a minimum of four (4) feet in width and nine (9) feet in length. Motorcycle parking spaces should be clustered together and shall be designed so that the rear of the stalls are in line with standard parking stalls in the aisle.

9.3.5 OVERSIZED VEHICLE PARKING

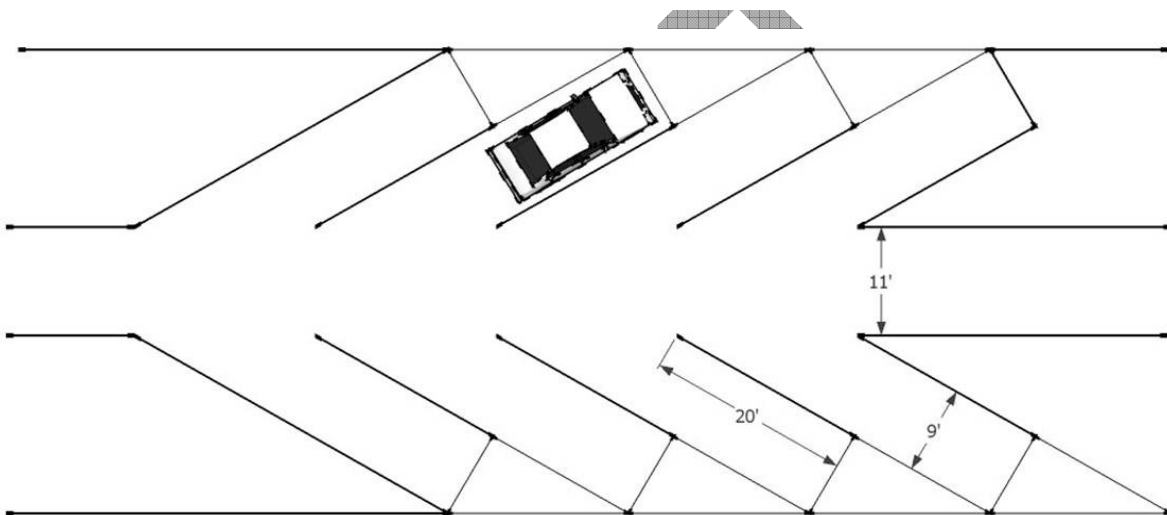
- A. Any use which requires heavy traffic of oversized vehicles such as recreational vehicles or tractor trailers shall provide pull-thru parking areas for these vehicles. Aisles of sufficient size and means of ingress and egress shall be designed to accommodate these vehicles. Said parking areas shall be provided with signage and properly delineated. Each oversize parking space should be designed to be a minimum of ten (10) feet in width and a minimum of seventy (70) feet in length.

9.3.6 PARKING LOT DESIGN

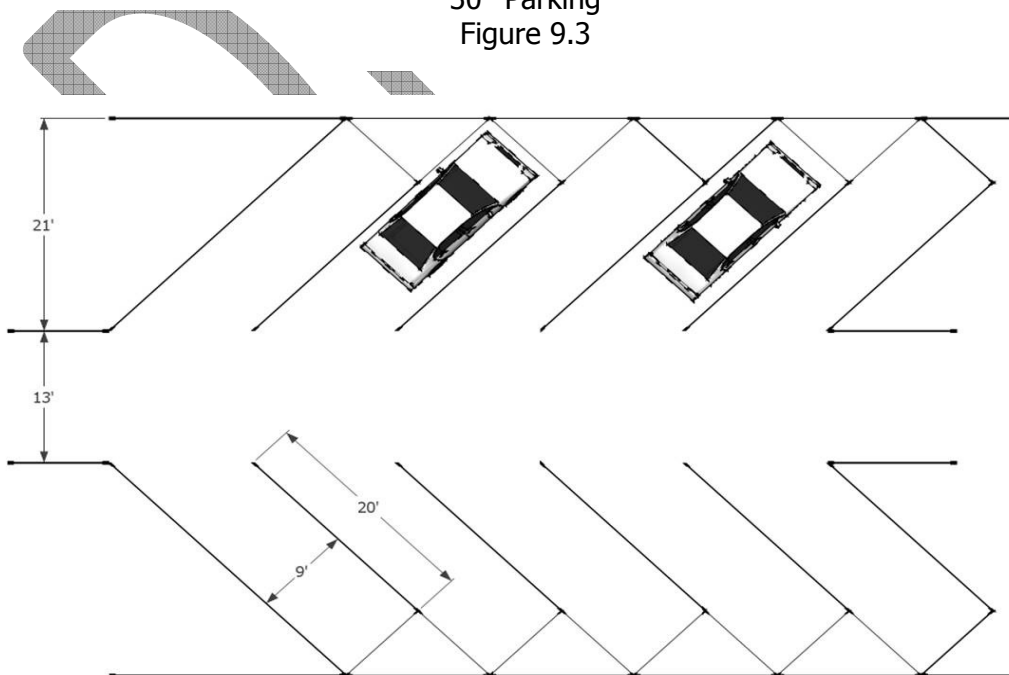
- A. Access - Adequate access drives shall be provided for all parking spaces not abutting a public street or alley. Ingress and egress driveways shall be designed to meet City of Owasso Public Works Design Standards.
- B. All parking lots shall comply with the standards outlined in Table 9.1 and designed in accordance with Figures 9.2, 9.3, 9.4, 9.5 or 9.6.
- C. All drive aisles shall meet the standards set forth in Table 9.2 above.
- D. Parking lots may encroach into required setbacks, provided that no vehicle is placed within a sight triangle or other area that may cause a public safety concern.



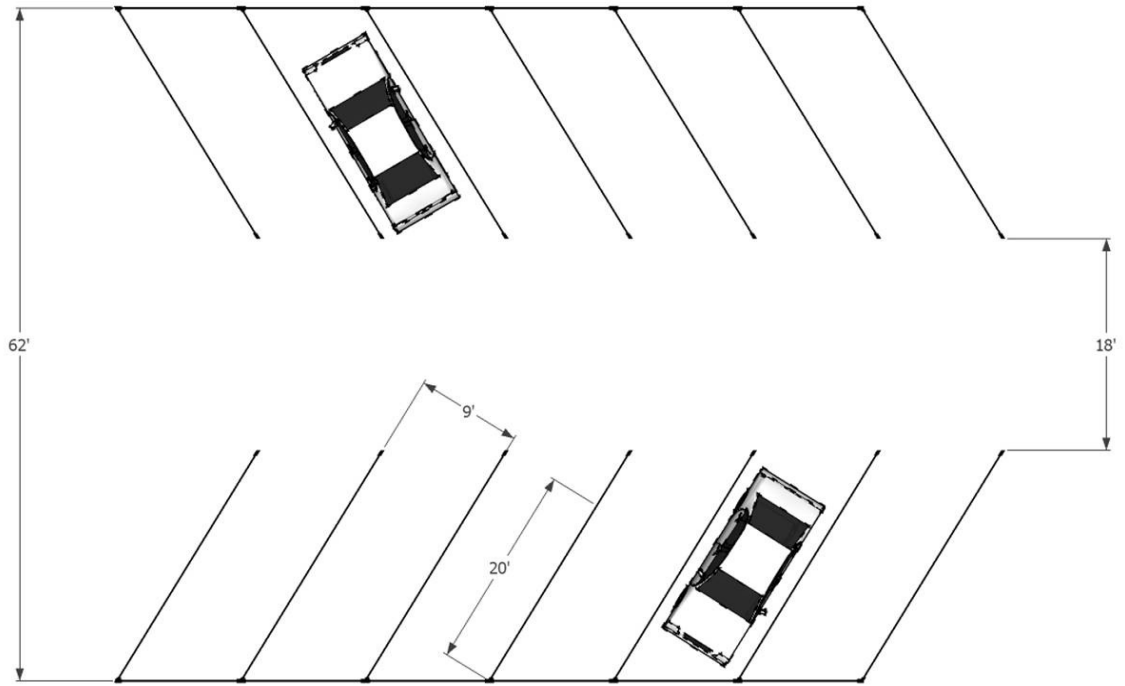
Parallel Parking
Figure 9.2



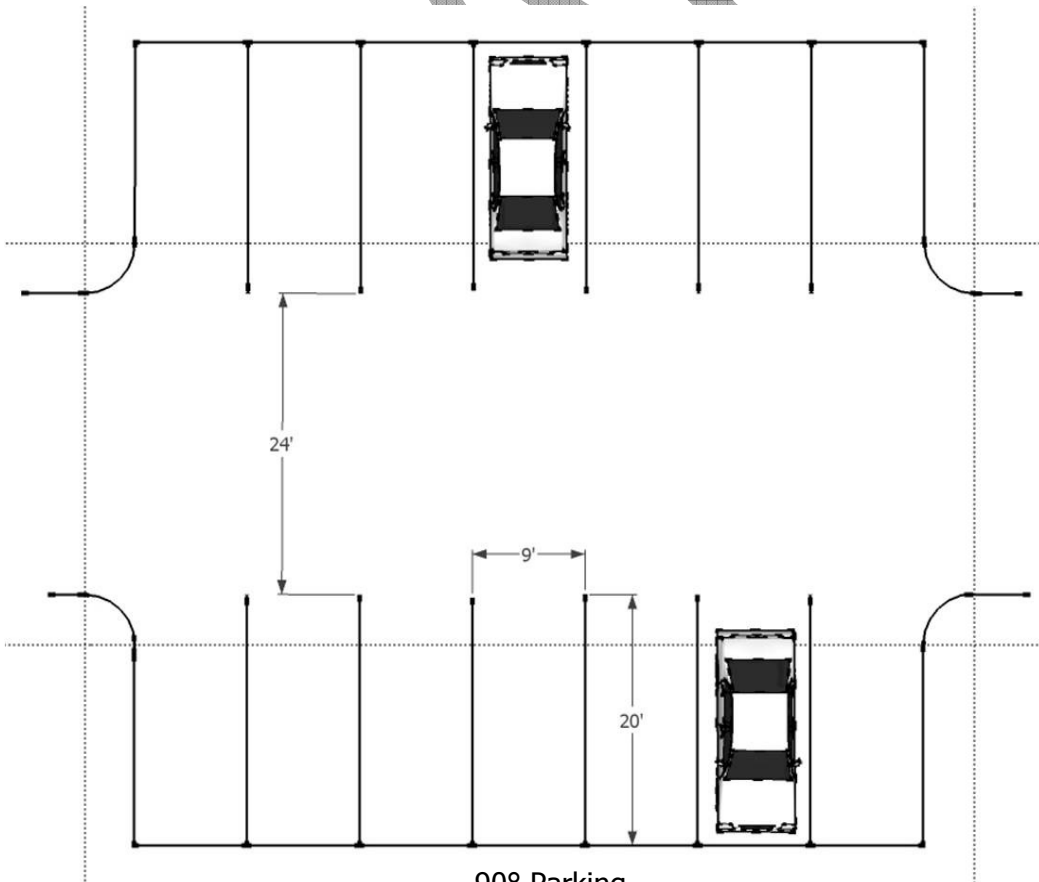
30° Parking
Figure 9.3



45° Parking
Figure 9.4



60° Parking
Figure 9.5



90° Parking
Figure 9.6

9.3.7 QUEUING REQUIREMENTS

- A. For all food and/or beverage service uses, a minimum of five (5) queuing spaces shall be required from the point of service. The point of service shall mean the location where a driver comes face to face with an employee of the business and remits payment and/or is provided with goods purchased.
- B. All other non-food or beverage related commercial services with a drive-thru shall maintain a queue of two (2) spaces per lane.
- C. Each queuing space shall be at least eight (8) feet in width and at least twenty (20) feet in length. A proper turning radius shall be provided at all corners and turns in a queuing line.
- C. Queuing lines or spaces shall not be used for thru-traffic and shall not be calculated into any required driveways or aisles for any parking lot. These lanes shall be designed to not impact traffic-flow in a parking lot. All queuing lanes shall be clearly striped or shall be surrounded by curbing.

9.4 AMERICANS WITH DISABILITIES ACT COMPLIANCE

All new parking lots and parking stalls shall be designed in accordance with ADA requirements. ADA requirements shall be set by the State of Oklahoma in adopted building codes. The required number of accessible parking spaces shall be provided and the spaces provided shall meet the accessible standards.

All required ADA parking stalls shall be striped and shall be provided with signage in accordance with State building codes. Said parking stalls shall be maintained to meet these standards at all times.

The number of required parking spaces shall be consistent with adopted State building code standards.

9.5 RESIDENTIAL OFF-STREET PARKING SPACES - RS AND RE DISTRICTS

A. GENERAL PROVISIONS

- 1. In a residential district, no unenclosed part of a front yard, side yard, or rear yard shall be used as a parking space for a motor vehicle, boat, trailer, or other vehicle except upon a hard-surfaced driveway or parking pad.
- 2. All driveways and parking areas shall be fully paved, have driveway ribbons, or use permeable material as defined in this chapter.

3. Curbs cuts for all residential driveways shall meet the City of Owasso standards. Driveways shall be a minimum of ten (10) and a maximum of thirty-five (35) feet in width. All driveways or other improvements that require cutting or modifying a City sidewalk, curb, gutter, storm water conveyance system or street shall require a curb cut permit through the City of Owasso. All curb cuts or association modifications shall follow City of Owasso Design Standards.
4. One (1) additional parking pad may be constructed on lots that have the required two (2) off-street parking spaces. The parking pad shall be designed to cover the entire undercarriage of the vehicle placed upon it. The parking pad shall be accessible only from a driveway. Parking pads shall not be accessed by driving over existing curbs or through lawn areas. The additional parking pad may be constructed with any concrete, asphalt, permeable paving system or with gravel upon approval by the Community Development Administrator. In any application that uses gravel, the area shall be constructed on a stable base, shall have an underlayment or filter fabric beneath all gravel, and shall have edging that keeps all gravel in the parking area. These areas shall be properly maintained with sufficient gravel and shall be kept free of weeds and other vegetation. All gravel shall be kept off sidewalks and out of public rights-of-way.

B. DRIVEWAYS

1. Ribbon Driveways or Paving Strips. Driveways can be constructed with concrete or hard-surfaced paving strips placed for vehicle wheel travel. These ribbons can be constructed of concrete, asphalt, pavers or other materials approved by the Community Development Administrator. The areas outside the ribbons can be filled with landscaping, grass, mulch, gravel or other approved materials. All areas containing grass or vegetation shall be maintained according to City Code. Areas containing mulch, gravel or other material shall contain proper edges or barriers to keep the material in the specified area and shall be maintained free of grass and weeds. See Figure 9.7 below.
2. Access to the driveway shall be limited to properly approved curb cuts or other approved access points.
3. All portions of the driveway, sidewalk and driveway apron located within the right-of-way shall be constructed of contiguous concrete or asphalt and shall meet all City standards.

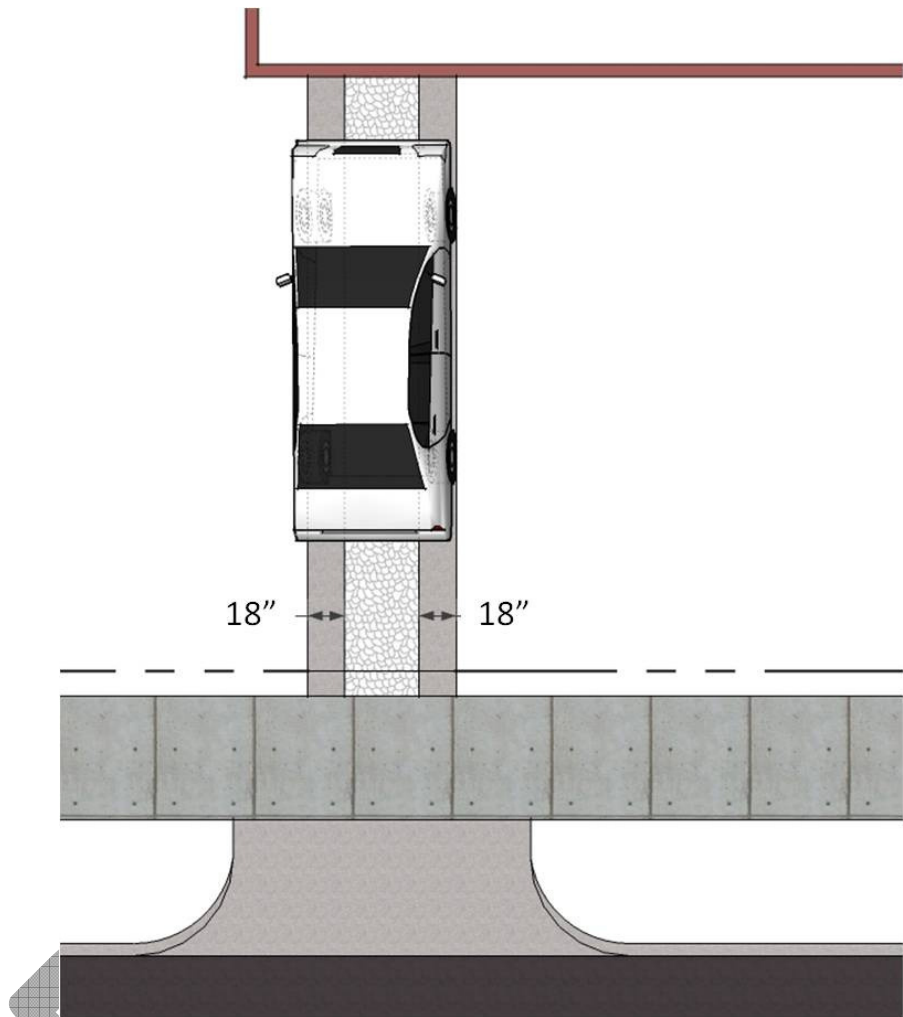


Figure 9.7
Driveway Ribbons

9.6 DEFINITIONS

ADMINISTRATOR: The term ‘Administrator’ shall be used to define the Community Development Director, the City Planner or their designee.

COMPACT PARKING: A parking stall that is designed to accommodate smaller vehicles. The stall is designed to be six (6) inches narrower and three (3) feet shorter than standard parking stalls.

EGRESS: A means or place of going out. An exit.

INGRESS: A means or place of entering. The act of coming in. An entrance.

PAVEMENT: Surface constructed of double bituminous concrete or asphaltic concrete.

PERMEABLE PAVING: Systems such as pavers, ‘grasscrete’, permeable asphalt, and other approved applications.

POINT OF SERVICE: The location where a driver comes face to face with an employee of the business and remits payment and/or is provided with goods purchased. In locations with two service windows, the first in line shall be considered the point of service.

QUEUING: A place where a vehicle awaits service in a line designated only for that use.

SIGHT TRIANGLE: A triangle at an intersection, formed by the two roads or rights-of-way and a third line, which must be kept clear of obstructions such as hedges so that people in one road can see cars approaching on the other.

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