

Chapter 9 – Off-Street Parking and Loading

- 9.005 Off-Street Parking Required. Off-street parking and loading space shall be provided for all developments. For purposes of this Chapter, in computing the total number of required off-street parking spaces, if the total contains a fraction, then the number shall be rounded up to the next higher whole number. The provision for, and maintenance of, off-street parking and loading facilities shall be a continuing obligation of the property owner. No building permit, or any other required permit for a structure or use under this or any other applicable rule, ordinance, or regulation, shall be issued with respect to off- street parking and loading, or land served by such facilities, until satisfactory evidence is presented that the property is, and will remain, available for the designated use as a parking or loading facility.
- 9.010 Residential Off-Street Parking Space Requirements. The minimum and maximum off-street parking space requirements are as follows:

| <i>Type of Use</i> | <i>Minimum</i> | <i>Maximum</i> |
|--|---|---------------------------------|
| Single-family dwelling, manufactured dwelling, duplex, triplex, or attached dwelling | 1 space per dwelling unit | No maximum |
| Multiple-family dwelling (apartments) | 2 spaces per dwelling unit plus one space per three dwelling units for guest parking | No maximum |
| Residential hotel, rooming or boarding house; bed and breakfast; hotel or motel | 1 space per guestroom or suite | 2 spaces per guestroom or suite |
| Manufactured home park | 1 space per manufactured home site, plus one space per three home sites for guest parking at a convenient location | No maximum |
| Planned development | In addition to the requirements for dwelling units, 1 space per 2 dwelling units for guest parking at a convenient location | No maximum |

9.015 Commercial Off-Street Parking Space Requirements. The minimum and maximum off-street parking space requirements are as follows:

| <i>Type of Use</i> | <i>Minimum</i> | <i>Maximum</i> |
|--|--|---|
| General retail or personal service, including shopping centers and grocery stores | 4.1 spaces per 1,000 square feet of gross floor area | 6.2 spaces per 1,000 square feet of gross floor area |
| General retail with bulky merchandise, such as a furniture/ appliance store | 2 spaces per 1,000 square feet of gross floor area | 3 spaces per 1,000 square feet of gross floor area |
| Auto, boat, or trailer sales, or nursery | 1 space per 1,000 square feet of gross floor area | 2 spaces per 1,000 square feet of gross floor area |
| General, professional, or banking office | 2.7 spaces per 1,000 square feet of gross floor area | 4.1 spaces per 1,000 square feet of gross floor area |
| Banking office with drive-up window | 4.3 spaces per 1,000 square feet of gross floor area | 6.5 spaces per 1,000 square feet of gross floor area |
| Medical or dental office, or clinic | 3.9 spaces per 1,000 square feet of gross floor area | 5.9 spaces per 1,000 square feet of gross floor area |
| Eating or drinking establishment | 10 spaces per 1,000 square feet of gross floor area | 19.1 spaces per 1,000 square feet of gross floor area |
| Eating or drinking establishment with drive-up window | 8 spaces per 1,000 square feet of gross floor area | 12.4 spaces per 1,000 square feet of gross floor area |
| Theater, racetrack, stadium, or similar use | 1 space per four seats or eight-foot bench length | 1.5 spaces per four seats or eight-foot bench length |
| Bowling alley | 2 spaces per lane | 3 spaces per lane |
| Sports club/recreation facilities, including health club, gymnasium, skating rink, or dance hall | 4.3 spaces per 1,000 square feet of gross floor area | 6.5 spaces per 1,000 square feet of gross floor area |

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| <i>Type of Use</i> | <i>Minimum</i> | <i>Maximum</i> |
|--|--|---|
| Amusement park | One space per 100 square feet of recreation area | 1.5 spaces per 100 square feet of recreation area |
| Service station | 0.5 space per 1,000 square feet of gross lot area | One space per 1,000 square feet of gross lot area |
| Food Vendor (Mobile) or Mobile Food Vendor | <p>Short term – Open in one location for less than a seventy-two (72) hour period, or open not more than three (3) hours a day in any one location</p> <p>Medium term – Open in one location for more than a seventy-two (72) hour period but less than forty-five (45) days in a six (6) month period.</p> <p>Long term – Any period of time not meeting the definition of Short or Medium term</p> | <p>No parking required</p> <p>One space required</p> <p>Parking required as required for an eating and drinking establishment</p> |

Required parking may not displace parking required for another use.

9.020 Institutional, Public, and Semi-Public Uses Off-Street Parking Space Requirements. The minimum and maximum off-street parking space requirements are as follows:

| <i>Type of Use</i> | <i>Minimum</i> | <i>Maximum</i> |
|--|--|--|
| Child care center or kindergarten | 1 space per 2 employees, plus one space per five children | 1.5 spaces per 2 employees, plus 2 spaces per five children |
| School: elementary, junior high, or middle school | 2 spaces per teacher | 3 spaces per teacher |
| School: high or college, university, or trade school | 0.2 space per number of students and staff | 0.3 space per number of students and staff |
| Library or museum | 2.5 spaces per 1,000 square feet of gross floor area, plus 1 space per two employees | 3 spaces per 1,000 square feet of gross floor area, plus 1.25 spaces per two employees |
| Church, chapel, mortuary, or auditorium | 1 space per 4 seats or 7 feet of bench length | 2 spaces per 4 seats or 7 feet of bench length |
| Nursing or convalescent home | 0.5 space per bed for patients and residents | 1 space per bed for patients and residents |
| Shared Dwelling | 1 space per three residents | 1.5 spaces per three residents |
| Hospital | 1.5 spaces per bed | 2 spaces per bed |

9.025 Industrial Off-Street Parking Space Requirements. The minimum and maximum off-street parking space requirements are as follows:

| <i>Type of Use</i> | <i>Minimum</i> | <i>Maximum</i> |
|---|---|--|
| Storage, warehouse, or manufacturing establishment; air, rail, or trucking freight terminal | 1 space per employee on the largest shift | 1.5 spaces per employee on the largest shift |

9.030 Off-Street Parking within the Town Center Overlay District.

- A. No minimum off-street parking spaces are required for non-residential uses in the Central Business District (CBD) or Mixed Office/Housing (MO/H) zoning districts. Within these zones, a minimum of two (2) parking spaces per unit is required for residential uses, except that residential units in conjunction with commercial uses are required to have a minimum of one (1) parking space per residential unit.
- B. Except for residential units on individual lots, no use within the Town Center Overlay District shall be permitted to exceed the required minimum amount of off-street parking by more than ten percent (10%); however, each use shall be allowed at least one (1) parking space in excess of the minimum amount required.

9.035 Other Developments Not Listed. Requirements for a building or development not specifically listed herein shall be determined based upon the requirements of comparable uses listed. The Director may refer any question of interpretation to the Planning Commission for determination.

9.040 Reduction of Required Parking Spaces.

- A. Any existing or proposed use subject to minimum off-street parking requirements and located within four hundred feet (400) feet of an existing transit route may reduce the number of required parking spaces by up to ten percent (10%) by providing a transit stop and related amenities including a public plaza, pedestrian sitting areas, or additional landscaping, provided such landscaping does not exceed twenty-five percent (25%) of the total area dedicated for transit- oriented uses.
- B. Required parking spaces may be reduced at a ratio of one (1) parking space for each one hundred (100) square feet of transit amenity space provided above and beyond the minimum required by this Code.
- C. Required off-street parking spaces may be reduced by one (1) parking space for every on-street parallel parking space located adjacent to the subject site. For purposes of calculating the amount of adjacent on-street parking spaces, the following applies:
 - 1. Adjacent shall mean on the same side and within the same block as the use.
 - 2. The minimum length of each on-street, parallel parking space shall be twenty-two (22) feet.
 - 3. If a continuous section being measured contains a fractional portion of twenty-two (22) feet, then the number of on-street spaces for that continuous section shall be rounded down to the next lower whole number.
 - 4. Breaks in the on-street parking for driveways or similar parking restrictions, such as fire hydrants, shall not be counted.

- D. Uses which are not eligible for these reductions include truck stops, building materials and lumber sales, nurseries, and similar uses not likely to be visited by pedestrians or transit customers.

9.045 Landscaping and Screening.

- A. Except for a residential development which has landscaped yards, parking areas containing more than twenty (20) vehicle spaces shall include landscaping to cover not less than ten percent (10%) of the area devoted to parking facilities. The landscaping shall be uniformly distributed throughout the parking area and may consist of trees, shrubs, or groundcover.
- B. Parking areas shall be divided into bays of not more than twenty (20) parking spaces in parking areas with twenty (20) or more spaces. Between, and at the end of each parking bay, there shall be planters which have a minimum width of five (5) feet and be at least seventeen (17) feet in length. Each planter shall contain one major structural tree and groundcover which has been deemed appropriate by the Director. Truck parking and loading areas are exempt from this requirement.
- C. Parking area setbacks shall be landscaped with major trees, shrubs, and groundcover as specified in Chapter 11, Landscaping and Screening, of this Code.
- D. Wheel stops, bumper guards, or other methods to protect landscaped areas shall be utilized. No vehicles may project over a property line. No vehicle shall overhang a public right-of-way, sidewalk, or landscaped area unless adequate area is provided for safe pedestrian circulation.
- E. Fences, walls, or hedges shall not be placed within front or street side setback areas except at the street side edge of parking lots when allowed within setbacks.
- F. Where parking adjoins a residential zoning district, there shall be a sight-obscuring screen which is at least eighty percent (80%) opaque when viewed horizontally from between two (2) and eight (8) feet above average ground level. The screening shall be composed of materials which are an adequate size so as to achieve the required degree of screening within three (3) years after installation.

9.050 Paving.

- A. Parking areas, driveways, aisles, and turnarounds shall be paved with concrete, asphalt, or comparable impervious surfacing. Porous concrete, grasscrete, or comparable porous paving surfacing may be used in place of impervious surfacing to reduce stormwater runoff, when approved by the Director. Gravel and similar erodible surfaces are not acceptable.

- B. Approaches shall be paved with concrete surfacing constructed to City standards. If a street is not paved, the approach may be maintained to the same standard as the street until the street is paved.
 - C. Temporary overflow parking in conjunction with community events, special events, events of citywide interest, or sporting events, is allowed on an unpaved parking area on a parcel of at least one-half acre in size, provided such parking does not occur within the Vegetation Corridor and Slope District. If a fee is charged for parking, it shall not be considered a commercial parking lot for purposes of zoning compliance.
- 9.055 Drainage. Parking areas, aisles, and turnarounds shall have provisions made for the on-site collection of drainage waters to eliminate sheet flow of such waters onto sidewalks, public right-of-ways, and abutting private property
- 9.060 Lighting. Artificial lighting shall be provided in all required off-street parking areas. Lighting shall be deflected so as not to shine directly into adjoining dwellings or other types of living units and so as not to create a hazard to the public use of a street. Lighting shall be provided in a bicycle parking area so that all facilities are thoroughly illuminated and visible from adjacent sidewalks or motor vehicle parking lots during all hours of use. Lighting fixtures shall also comply with the requirements of Troutdale Municipal Code, Chapter 8.26.
- 9.065 Shared Use of Parking Facilities.
- A. Except for residential uses, required parking facilities may be located on an adjacent parcel of land or separated only by an alley, provided the adjacent parcel is maintained in the same ownership as the use it is required to serve.
 - B. In the event that several uses occupy a single structure or parcel of land, the total requirements for off-street parking shall be the sum of the requirements for the several uses computed separately with a reduction of up to twenty-five percent (25%) to account for shared parking between adjacent businesses and services.
 - C. Required parking facilities of two (2) or more uses, structures, or parcels of land may be satisfied by the same parking facilities used jointly, to the extent that it can be shown by the owners or operators that the need for the facilities does not materially overlap (e.g., uses primarily of a daytime vs. nighttime nature) and provided that such right of joint use is evidenced by a deed, lease, contract, or similar written instrument establishing such joint use.
- 9.070 Driveways.
- A. A driveway to an off-street parking area shall be improved from the public roadway to the parking area a minimum width of twenty (20) feet for a two-way drive or twelve (12) feet for a one-way drive, but in either case not less than the full width of the approach for the first twenty (20) feet of the driveway. The improvement shall be constructed to the standards for private drives.

- B. A driveway for a single-family or two-family dwelling shall have a minimum width of ten (10) feet.
- C. Driveways, aisles, turnaround areas, and ramps shall have a minimum vertical clearance of twelve (12) feet for their entire length and width, but such clearance may be reduced in parking structures.
- D. Parking lots more than three (3) acres in size intended for use by the general public shall provide street-like features along driveways, including curbs, sidewalks, street trees or planting strips, and bicycle routes.

9.075 On-Site Circulation.

- A. Groups of more than three (3) parking spaces shall be permanently marked.
- B. Except for a single-family or two-family dwelling, groups of more than three (3) parking spaces shall be provided with adequate aisles or turnaround areas so that all vehicles may enter the street in a forward manner. No backing movements or other maneuvering shall be permitted within a street right-of-way other than an alley.
- C. Pedestrian walkways, separation, and differentiation of materials in parking lots three (3) acres or larger intended for public use shall be provided pursuant to Section 8.030 of this Code.

9.080 Bicycle Parking Facilities. Multiple-family developments; industrial, commercial and community service uses; transit transfer stations; and park and ride lots, shall meet the following standards for bicycle parking facilities:

- A. Number/Type.
 - 1. The required minimum number of short-term bicycle parking spaces (stays of less than four (4) hours) shall be five percent (5%) of the total number of automobile parking spaces provided for the use. In no case shall less than one (1) bicycle parking space be provided even when no automobile parking spaces are being provided.
 - 2. The required number of long-term bicycle parking spaces (stays of more than four (4) hours and all-day/monthly) shall be three percent (3%) of the total number of vehicle parking spaces provided for the use and fractions rounded down.
 - 3. For transit centers, high capacity transit stations, inter-city bus and rail stations, and park-and-ride lots, at least eight (8) long-term and at least two (2) short-term bicycle parking spaces are required. For other major transit stops (frequent-service bus stops) at least two (2) short-term spaces are required.

- B. Location.
1. Bicycle parking shall be located on-site, convenient to building entrances, and have direct access to both the public right-of-way and to the main entrance of the principal use.
 2. For facilities with multiple buildings or parking lots, bicycle parking shall be located in areas of greatest use and convenience to bicyclists.
 3. Bicycle parking may be provided within the public right-of-way in areas without building setbacks, subject to approval of the appropriate governing official and provided it meets the other bicycle parking requirements.
- C. Parking Space Dimensions. Each required bicycle parking space shall be at least two and one half (2.5) feet-by-six (6) feet, and when covered, provide vertical clearance of at least seven (7) feet. An access aisle of at least five (5) feet wide shall be provided and maintained beside or between each row of bicycle parking. Vertical or upright bicycle storage structures are exempted from the parking space length standard.
- D. Parking Facilities. Bicycle parking facilities shall offer security. Long-term bicycle parking shall be in the form of a lockable enclosure, a designated bicycle storage area inside a building on-site, a covered rack, or another form of secure parking where the bicycle can be stored, as approved by the Director. Short-term bicycle parking shall be in the form of a stationary object (i.e., a “rack”) or other approved structure, covered or uncovered, to which the bicycle can be locked. Bicycle racks shall be securely anchored to the ground or to a structure and shall be designed to hold bicycles securely by means of the frame. Bicycle parking facilities shall be constructed so as to not obstruct walkways.
- E. Signing. Where bicycle parking facilities are not directly visible and obvious from the public right-of-way, entry and directional signs shall be provided to direct bicyclists from the public right-of-way to the bicycle parking facility.
- F. Exemptions. Temporary street-side sales and temporary uses, such as fireworks stands and Christmas tree sales, and single-family and two- family residences, are exempt from these standards.

9.085 Setbacks.

- A. Parking areas which abut a residential zoning district shall meet the building setback of the most restrictive adjoining residential zoning district.
- B. Required parking shall not be located in a required front or side yard setback area abutting a public street except in industrial districts. For single-family dwellings, required parking may be located in front of a garage.

- C. In industrial districts, when greater setbacks are required for structures, parking lots may be within twenty (20) feet of any front, side street, or rear property line and within five (5) feet of any side property line. There shall be a sight-obscuring screen which is at least eighty percent (80%) opaque when viewed horizontally from between two (2) and eight (8) feet above eighty percent (80%) average ground level. The screening shall be composed of materials which are an adequate size so as to achieve the required degree of screening within three years after installation.
- D. Parking areas shall be set back from a lot line adjoining a street the same distance as required building setbacks. Regardless of other provisions, a minimum setback of ten (10) feet shall be provided along the property fronting on a public street in an industrial district. The setback area shall be landscaped as provided in this Code.

- 9.090 Truck Parking. In residential zoning districts, no overnight parking of trucks or other equipment on wheels or tracks exceeding one-ton capacity used in the conduct of a business activity shall be permitted, except vehicles and equipment necessary for farming and truck gardening on the premises where such use is permitted.
- 9.095 Handicapped Parking Facilities. The required number of handicapped parking spaces shall be in conformance with the applicable provisions of the State of Oregon Structural Specialty Code.
- 9.100 Carpool and Vanpool Parking. New industrial, commercial, and community service developments with fifty (50) or more on-site full-time equivalent employees shall meet the following requirements for carpool and vanpool parking:
- A. Number/Marking. The greater of one space or five percent (5%) of required employee parking spaces shall be marked and signed for use as a carpool/vanpool space. The carpool/vanpool spaces shall be clearly marked “Reserved - Carpool/Vanpool Only”
 - B. Location. Designated carpool/vanpool spaces shall be the closest employee parking spaces to the building entrance normally used by employees except for any handicapped spaces provided.
- 9.105 Off-Street Parking Restrictions.
- A. Parking spaces in a public street, including an alley, shall not be considered required parking.
 - B. Required parking shall be available for parking of operable passenger vehicles of residents, customers, and employees only, and shall not be used for the storage or display of vehicles or materials.

9.110 Design Requirements for Off-Street Parking. The following off-street parking development and maintenance shall apply in all cases:

- A. Size.
 - 1. The standard size of a parking space shall be 9'x18' (162 s.f.).
 - 2. The compact size of a parking space shall be 8'x16' (128 s.f.). Up to thirty-five percent (35%) of required parking spaces may be compact spaces.
 - 3. Handicapped parking spaces shall be in conformance with the State of Oregon Structural Specialty Code, Chapter 11 Accessibility.
 - 4. For parallel parking, the length of the parking space shall be increased to twenty-two (22) feet.
- B. Aisles shall not be less than:
 - 1. 25 feet in width for 90° parking.
 - 2. 20 feet in width for 60° parking.
 - 3. 20 feet in width for 45° parking.
 - 4. 12 feet in width for parallel parking on one side.
 - 5. 16 feet in width for parallel parking on both sides.

9.115 Loading Facilities.

- A. The minimum area required for commercial and industrial loading spaces is as follows:
 - 1. 250 square feet for buildings of 5,000 to 19,999 square feet of gross floor area.
 - 2. 500 square feet for buildings of 20,000 to 49,999 square feet of gross floor area.
 - 3. 750 square feet for buildings in excess of 50,000 square feet of gross floor area.
- B. The required loading area shall not be less than ten (10) feet in width by twenty-five (25) feet in length and shall have an unobstructed height of fourteen (14) feet.
- C. Loading areas shall be screened from public view, public streets, and adjacent properties in compliance with applicable provisions of Chapter 11 of this Code.
- D. Required loading facilities shall be installed prior to final building inspection and shall be permanently maintained as a condition of use.

- E. A driveway designed for continuous forward flow of passenger vehicles for the purpose of loading and unloading children shall be located on the site of a school having a capacity greater than twenty-five (25) students.
- F. Exceptions and Adjustments. Loading areas within a street right-of-way in the Central Business District may be approved when all of the following conditions are met:
 - 1. Short in duration (i.e., less than one hour).
 - 2. Infrequent (less than three operations occur daily between 5:00 a.m. and 12:00 a.m. or all operations occur between 12:00 a.m. and 5:00 a.m. at a location that is not adjacent to a residential zone).
 - 3. Does not unreasonably obstruct traffic.
 - 4. Does not obstruct a primary emergency response route.
 - 5. Is acceptable to the applicable roadway authority.

9.120 Off-Street Parking Plan. A plan drawn to scale, indicating how the off-street parking and loading requirement is to be provided, shall accompany the application for a development permit. The plan shall show all those elements necessary to indicate that these requirements are being fulfilled, and shall include, but not be limited to:

- A. Delineation of individual parking spaces.
- B. Circulation area necessary to serve spaces.
- C. Access to streets, alleys, and properties to be served.
- D. Curb cuts.
- E. Dimensions, continuity, and substance of screening.
- F. Grading, drainage, surfacing, and subgrading details.
- G. Delineations of all structures or other obstacles to parking and circulation on the site.
- H. Specifications as to signs and bumper guards.

9.125 Off-Street Parking Construction. Required parking spaces shall be improved and available for use at the time of final building inspection.