

**Division 2 – PARKING AND LOADING**

**Table of Contents:**

- 2.1 - Purpose and enforcement.
- 2.2 - Applicability.
- 2.1 - Access/Circulation/Parking.
- 2.2 - Number of spaces required.
- 2.3 - General parking requirements.
- 2.4 - Off-street loading and unloading.

**2.1 - Purpose and enforcement.**

**1. Purpose. The purpose of this section is to establish parking and loading standards for new and expanded development within the city, to protect the health, safety and welfare of the community, to protect property values, and to enhance the aesthetic appearance of the community, including the visual appearance of streets. These standards shall be the minimum requirements necessary for the promotion of the foregoing purposes.**

**2. Enforcement. The standards of this Division are enforced under CCMC 18.020.030 (Enforcement).**

**2.2 - Applicability.**

**These parking and loading standards apply to development within all zoning districts.**

**[2.1] 2.3 - Access/Circulation/Parking.**

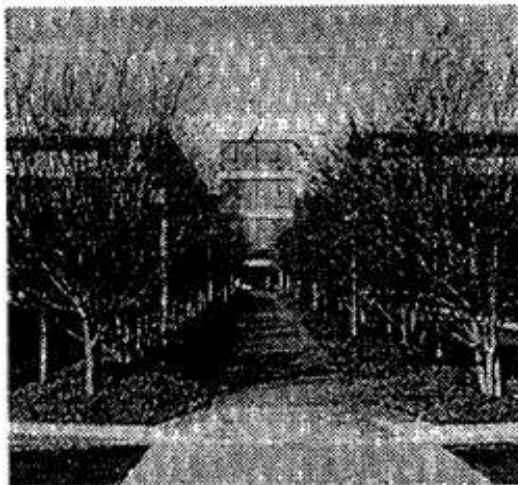
[2.1.1] **1.** Site access, parking and internal circulation should be designed [in a straight forward manner] to provide convenient, safe and efficient flow of pedestrians, bicycles and vehicles.

[2.1.2] **2.** Ingress and egress to a site should be kept to a minimum to reduce disruption of street traffic flow and reduce conflicts with pedestrians. [See also] **Also see** Division 12, Transportation, for **ingress and egress** location requirements.

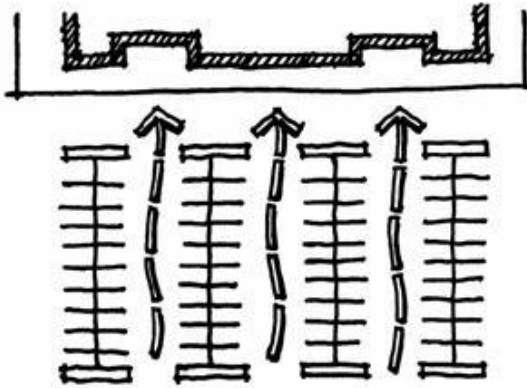
[2.1.3] **3.** Joint access between adjacent sites is encouraged.

[2.1.4] **4.** Adequate stacking areas for vehicle traffic shall be provided at site entrances and exits. Drop-off areas [shall] **should** be provided when appropriate.

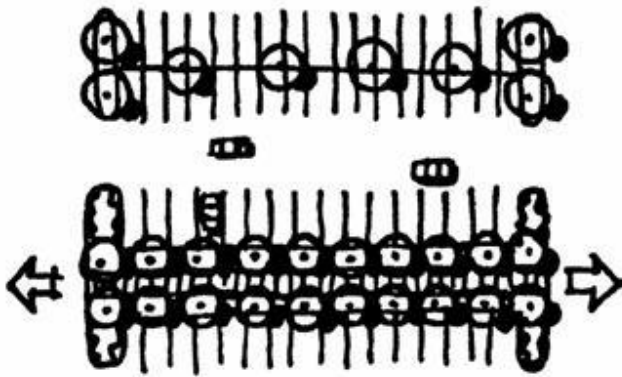
[2.1.5] **5.** Parking areas should be aligned to direct pedestrian movement perpendicular to buildings, reducing the need to cross parking aisles and landscape areas.



**Typical separated pedestrian walkway**

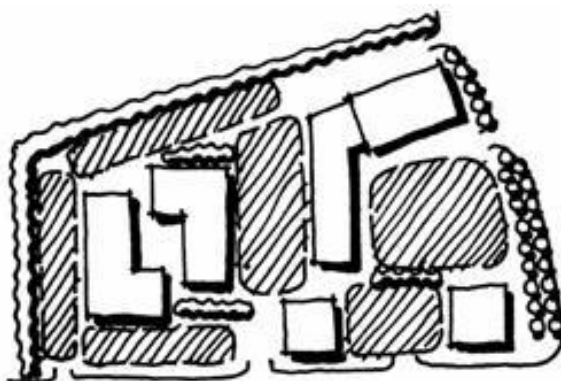


Typical separated pedestrian walkway in parking lot



Typical separated pedestrian walkway in parking lot

- [2-1.6] **6.** Separated pedestrian walkways are encouraged in large parking lot areas.
- [2-1.7] **7.** Provision for bicycles and other modes of transportation such as bus stops or pick-up/drop-off areas should be incorporated into [design of facilities] **parking lot areas, as appropriate.**
- [2-1.8] **8.** Parking should be located to the side and rear of a project site where feasible. For projects with large parking demands, parking areas should be separated into a series of smaller parking lots.



Typical Large Lot Break-up



Typical parking separated by landscape and/or sidewalk.

[2.1.9] **9.** Parking spaces ~~[must]~~ **may** not directly abut a building and ~~[should]~~ **must** be separated by ~~[foundation]~~ landscape planting beds ~~[and/or]~~ **or** sidewalks. ~~[Parking should not be located directly in front of building entries to avoid impeding pedestrian access.]~~

[2.1.10] **10.** All parking and pedestrian areas **and access ways** must be designed to the most current American With Disabilities Act/American National Standards Institute (ADA/ANSI) standards.

[2.1.11] **11.** Access for service vehicles and emergency vehicles ~~[shall]~~ **must** be provided.

[2.1.12. Drive thru] **12. Drive-through service** windows ~~[shall not front]~~ **may not face directly to** a street **unless approved by an Administrative Permit. Drive-through areas for car stacking behind the service window must be a minimum of 80 feet and must be screened from view from the right-of-way using landscape berms or other similar means.** ~~[If unavoidable due to site constraints, an Administrative Permit application shall be required to address screening with landscape berms, or other mitigation. Holding/stacking lanes shall be a minimum of eighty (80) feet for drive thru windows.]~~

[2.1.13 Automobile repair/service] **13. Automobile repair or service** buildings ~~[shall]~~ **must** be oriented so that the bay doors do not ~~[front]~~ **face directly to** a street. **The Director may approve an alternative layout where parcel constraints make it impractical to orient repair or service doors away from the street frontage.**

[2.1.14] **14.** A safe and convenient area for loading and unloading of passengers ~~[shall]~~ **must** be provided **as appropriate for the type of use and size of development.**

[2.1.15] **15.** Sidewalks ~~[shall]~~ **must** be provided along all street frontages except where specifically exempted. Sidewalk linkages to all buildings and uses on the site ~~[shall]~~ **must** be provided. The use of parkways adjacent to streets with a sidewalk setback from the street is encouraged. The use of enhanced paving materials such as ~~[pavers]~~ **pavers**, stamped concrete, bricks or similar materials is encouraged.

[2.1.16] **16.** Snow storage shall be considered in the design of all parking areas. Snow storage shall not be located within landscaping areas except for rock and non-vegetated sites.

(Ord. 2006-4 § 3 (part), 2006: Ord. 2001-23, Development Standards).

( [Ord. No. 2008-29, § V, 8-7-2008](#) )

#### [2.2] **2.4 - Number of spaces required.**

The minimum number of off-street parking spaces for each use is set forth in the following subsections. If there are ~~[a number of]~~ **multiple** uses on a single parcel, the parking for each individual use is calculated and the total required is the sum of the separate individual requirements ~~[, except as provided in subsection G of this section].~~ If a **residential** garage is counted as required parking, the driveway access to the garage ~~[shall not then]~~ **may not** be counted as required parking **unless approved by Special Use Permit.** If an accredited source (e.g. Institute of Transportation Engineers (ITE)) provides

## Title 18 Appendix, Development Standards – Division 2, Parking and Loading

an acceptable alternative to a parking **standard in this section, the Director may approve the alternative standard** [standards in this division, the director may consider an alternative].

These parking requirements are mandatory for the various buildings and uses irrespective of the zoning districts in which they occur, except as otherwise noted in this section.

<b>[A.] 1. Residential Uses.</b>	
All single-family, two family, and multiple family residential dwellings	2 spaces per dwelling unit. [*] <b><u>In developments where internal or abutting public streets are reduced to less than the standard street width thereby prohibiting on-street parking, 1 additional off-street parking space per 2 units shall be designated and shall be signed as guest parking within 300 feet, measured by walking distance, of the units which they serve.</u></b>
Rooming or boarding house, fraternity or other residential group dwelling	1 parking space for each bedroom plus 1 space for each staff member on the largest shift.
[Senior citizen] <b><u>Age-restricted senior</u></b> housing developments	1 space per unit plus 1 parking space per 5 units classified and signed as guest parking.
<i>[Editor's note: Delete column]</i>	[*] <del>In developments where internal or abutting public streets are reduced to less than the standard street width thereby prohibiting on-street parking, 1 additional off-street parking space per 2 units shall be designated and shall be signed as guest parking within 300 feet, measured by walking distance, of the units which they serve.</del>
<b>[B.] 2. Institutional Uses.</b>	
Child care [centers] <b><u>facilities</u></b> and preschools	1 space for each employee plus a permanently maintained loading/unloading area installed in accordance with engineering standards.
Churches and funeral homes	1 space for each 3 fixed seats or every 10 feet of bench length. Where no permanent seats or benches are maintained, 1 space for every 20 square feet of principal assembly area.
Commercial or business schools	1 space for each 150 square feet of classroom area.
Congregate care housing/senior citizen home	1 space for each 5 beds plus 1 space per 3 employees.
Elementary and junior high schools	1.5 spaces for each employee or faculty member plus 1 space for every 20 square feet of seating area in auditorium or assembly area.
High schools and colleges	2 spaces for every 3 employees or faculty members plus 1 space for every 4 students.
Hospitals	To be determined with master plan or per ITE.
Libraries, museums and art galleries	1 space for each 400 square feet of gross floor area.

## Title 18 Appendix, Development Standards – Division 2, Parking and Loading

<del>[C.]</del> <b>3. Commercial Uses.</b>	
Amusement parks	1 space for each 500 square feet of park area.
Art galleries	1 space for each 300 square feet of gross floor area.
Automobile, boat, recreational vehicle or small machinery rental or sales; service garages, nurseries and garden supply, building material yards.	1 space for each 500 square feet of gross floor area plus 1 space for each 2,000 square feet of outdoor display or service area.
Auto service stations	2 spaces per bay plus 1 space for each employee.
Banks, post offices	1 space for each 250 square feet of gross floor area. <del>[Drive up windows shall have at least 80 lineal feet of driveway per window.]</del>
Barber and beauty shops or schools, manicure shop	1 space for each 100 square feet of gross floor area.
Business and professional offices	1 space for each 325 square feet of gross floor area. If the office space utilizes partitions rather than separate spaces or rooms, then 1 space for each 200 square feet of gross floor area.
Clinics, psychologist, medical offices, medical laboratories, medical uses.	1 space for each 200 square feet of gross floor area.
Commercial recreation, indoor, health club, roller or ice skating rink, bowling, racquetball or similar facilities (except as otherwise provided)	1 space for each 150 square feet of gross floor area.
Dance halls, assembly halls and sports arenas, bars with live entertainment, nightclubs	1 space for each 4 fixed seats. Where no fixed seats are provided, 1 space for each 150 square feet of floor used for assembly or dancing.
Flea markets	1 space for each 200 square feet of gross floor and display area.
Furniture and large appliance stores or repair shops, carpet shops and similar uses which handle only bulky merchandise	1 space for each 600 square feet of gross floor area.
Gaming	1 space for each 150 square feet of gross floor area.
Hotels, motels	1 space for each guest room; 1 guest space for every 10 rooms; 1 space for each employee of the largest shift.
Launderettes	1 space for each 5 washing machines.
Restaurants, bars, brew pubs <del>[, tea houses]</del>	1 space for each 4 seats. Fast food restaurants shall provide 1 space for each 100 square feet of gross floor area and 1 space for every 2 employees. <del>[Drive-thru restaurants shall provide at least 80 lineal feet of driveway per window.]</del>
Retail stores, secondhand shops, grocery stores, repair shops, etc., except as otherwise specified	1 space for each 300 square feet of gross floor area.

**Title 18 Appendix, Development Standards – Division 2, Parking and Loading**

herein.	
Shopping center	1 space for each 250 square feet of gross floor area.
Theaters	1 space for each 4 seats.
Veterinarian, dog grooming	1 space per each 250 square feet of gross floor area.
<del>[D.]</del> <b>4. Industrial Uses.</b>	
Warehouse, storage building, wholesale operations	1 space for each 1,000 square feet of gross floor area plus 1 space for each employee.
Manufacturing plant	1 space for each 500 square feet of gross floor area.
Laboratories and research facilities (non-medical)	1 space for each 400 square feet of gross floor area.
Large machinery and equipment rental or sales	1 space for each 600 square feet of gross floor area.
<del>[E.]</del> <b>5. Other Uses.</b>	Off-street parking requirements for uses not herein specified shall be determined by the <del>[director]</del> <b>Director based on similar uses.</b>
<del>[F.]</del> <b>6. Determination by the Director.</b>	Upon submittal of accredited documentation (e.g. latest version of ITE parking manual), <b>the Director</b> <del>[-the director]</del> may modify the parking requirements specified herein, or may request <del>[commission]</del> <b>Commission</b> approval of such a modification.
<del>[G.]</del> <b>7. Handicapped Parking.</b>	The number of handicapped parking spaces provided shall be as required by the Building Code currently adopted by Carson City and ADA/ANSI standards.
<del>[H. Joint Uses and Ancillary Uses.]</del>	<i>[Staff note: The text from the deleted cells H and I in this table is relocated below.]</i>
<del>[1. Where adjoining parcel owners wish to cooperate in the establishment and operation of joint parking facilities in situations where the maximum parking demands are generated at different times by the established uses, application may be made to the director to combine facilities and to thereby reduce the total number of off-street parking spaces required.]</del>	
<del>[2. Where a motel or hotel use includes ancillary restaurant, bar, gaming and convention facility uses, application may be made to the director to reduce the off-street parking space requirement up to a maximum of 30% of the off-street parking required for ancillary uses only.]</del>	
<del>[I. Downtown Mixed Use District.]</del>	
<del>[Parking requirements for projects within the downtown mixed use zoning district shall be established by the requirements of Division 6 (downtown mixed use district) of the development standards and shall supersede the parking</del>	

requirements above.]

**8. Joint parking and ancillary uses.**

**(a) Adjoining parcel owners may cooperate in the establishment and operation of joint parking facilities where the maximum parking demands of different uses are generated at different times of the day. Application may be made to the Director to combine parking facilities and to thereby reduce the total number of off-street parking spaces required, subject to an analysis of the parking demands for the different uses at different times of the day.**

**(b) Where multiple uses are conducted on one development property, application may be made to the Director to reduce the total number of off-street parking spaces required, subject to an analysis of the parking demands for the different uses at different times of the day.**

**(c) Where a motel or hotel use includes ancillary restaurant, bar, gaming and convention facility uses, application may be made to the director to reduce the off-street parking space requirement up to a maximum of 30% of the off-street parking required for the ancillary uses only.**

**9. Downtown Mixed-Use district. Parking requirements for projects within the Downtown Mixed-Use zoning district are established by the requirements of Division 6 (Downtown Mixed-Use District) of the development standards and supersede the parking requirements of this section.**

(Ord. 2007-21 § 6, 2007; Ord. 2006-24 § 1, 2006; Ord. 2006-4 § 3 (part), 2006; Ord. 2004-13 § 6, 2004; Ord. 2001-23, Development Standards).

**[2-3] 2.5 - General parking requirements.**

1. Any off-street parking area that abuts or faces a [~~single family, two family, or multi family~~] residential district [~~or residential use must, in a manner satisfactory to the Director, include the use of~~] **must include** screening located along the side of the parking area abutting or fronting on the residential district or residential use. **Such screening may include plantings, berms, solid fencing, or a combination thereof to a sufficient height to screen automobile headlights.**

2. A parking lot for a business must be paved using a hard surface material such as asphalt, concrete, turf stone paver or other similar surface material approved by the Director. Gravel and other similar surface materials may be used for storage and display areas only.

3. [~~If a parking area is not available on a building site~~] **If the required number of parking spaces cannot be provided on the site on which the use requiring the parking is conducted,** off-street parking may be authorized [~~for the parcel in a location not farther than 300 feet from the building site~~] upon the issuance of a [~~special use permit~~] **Special Use Permit.** [~~authorizing the off-site parking. An applicant for such a special use permit may also request a modification to the distance requirement set forth in this subsection by including with his or her application properly accredited documentation as supporting material, including, without limitation, the most current publication of the trip and parking generation report issued by the Institute for Transportation Engineers. Upon receipt of such accredited documentation, the Director may elect to administratively authorize the requested modification to the distance requirement or cause the request to be placed on an agenda for a public meeting of the Commission of consideration.~~]

*[Staff note: The distance that the parking is from the primary site should be considered with the Special Use Permit based on the context of the nature of the use and the size of the parcel.]*

4. Except as otherwise provided by CMCC, a parking lot:

(a) May only be used for vehicle parking; and

(b) May not be used for the storage of an inoperable or unlicensed vehicle or the repair, dismantling or servicing of a vehicle.

5. Except as otherwise provided in this [~~subsection~~] **title,** a driveway or any other area used or intended to be used as a parking space, the use or intended use of which requires one or more vehicles to be moved so as to allow the ingress or egress of another vehicle, shall not be [~~deemed compliant with~~] **counted towards meeting** any off-street parking requirements. Such a parking space may be [~~deemed~~

## Title 18 Appendix, Development Standards – Division 2, Parking and Loading

---

~~compliant with~~ **counted towards meeting the** off-street parking requirements if the parking area is ~~[authorized by the provisions of Division 6.6.5 of this Appendix or if the parking area is]~~ located within:

(a) A single-family residential development that:

~~[1-]~~ **(1)** Is authorized for the parking pursuant to a ~~[special use permit]~~ **Special Use**

### **Permit:**

~~[2-]~~ **(2)** Has internal and abutting public streets which ~~[provides]~~ **provide** parking on both sides of ~~the~~ internal and abutting public streets within the boundaries of the development or, ~~[in such circumstances]~~ where on-street parking is not provided, has **not fewer than 1** guest parking ~~[spaces which are]~~ **space per dwelling unit** provided within the boundaries of the development ~~[at an increased ratio of 1 space for each unit];~~

~~[3-]~~ **(3)** Provides a tandem parking space on each individual lot for the exclusive use of the lot;

~~[4-]~~ **(4)** Uses a minimum dimension of 10 feet wide by 20 feet in length for each tandem parking space which is used, excluding the width of any adjoining sidewalk~~[;]~~ ;

~~[5-]~~ **(5)** Provides an enclosed, covered structure for at least one of the two spaces of each tandem parking space; and

~~[6-]~~ **(6)** Uses a minimum depth of 20 feet for each driveway, excluding the width of any adjoining sidewalk;

(b) A planned unit development that:

~~[1-]~~ **(1)** Provides a tandem parking space on each individual lot for the exclusive use of the lot;

~~[2-]~~ **(2)** Uses a minimum dimension of 10 feet wide by 20 feet in length for each tandem parking space which is used, excluding the width of any adjoining sidewalk;

~~[3-]~~ **(3)** Provides an enclosed, covered structure for at least one of the two spaces of each tandem parking space; and

~~[4-]~~ **(4)** Uses a minimum depth of 20 feet for each driveway, excluding the width of any adjoining sidewalk;

(c) A mobile home park for the use of an individual mobile home; or

(d) A recreational vehicle park.

6. If the calculation of a required number of off-street parking spaces results in a fractional space, any fraction ~~[up to ½]~~ **of less than one-half** of one parking space ~~[must be]~~ **is** disregarded ~~[;]~~ and any fraction of ~~[½]~~ **one-half** of one parking space ~~[and above must be]~~ **or more is** counted as an additional space that is required.

7. A commercial truck or trailer, other than a commercial van or pickup truck that is used for personal transportation, or vehicular equipment of a commercial or industrial nature, is prohibited from parking in any **residential** district except:

~~[(a) As specifically authorized as a use in that use district;]~~

~~[(b)]~~ **(a)** On residential parcels that are 1 acre or larger in size, if the truck or trailer does not exceed 10 feet in height and 22 feet in length, is not parked within a setback and is screened from view from any sidewalk, roadway or adjacent parcel;

~~[(c)]~~ **(b)** Where the truck or trailer is deemed to be a vehicle of historic significance, it is parked temporarily for the purpose of restoration and it is not being used for a commercial purpose; or

~~[(d)]~~ **(c)** Where the truck or trailer is temporarily parked and actually and expeditiously being used in the loading or unloading of merchandise, or where the truck or trailer is being used in conjunction with the performance or provision of a repair, construction or similar essential use or service where it is temporarily parked.

8. Except as otherwise provided in CCMC 8.10.090 (**Occupied recreational vehicle parking in commercial parking lots**) and ~~[13.03.190]~~ **13.02.190 (Camping)**, the owner of a public and private parking lot shall not allow any recreational vehicle to park and to be occupied for living or sleeping purposes.



## Title 18 Appendix, Development Standards – Division 2, Parking and Loading

---

~~[9. A recreational vehicle may not be parked for living purposes except in an area approved as a recreational vehicle park or where authorized by CCMC 18.05.030.] [Staff note: Regulations regarding where RV's may be used for living purposes are contained elsewhere in the Municipal Code.]~~

10. ~~[Except as otherwise noted in subsection 10, if]~~ **If** an existing building that is located within a residential office, general office or redevelopment district is converted to a use requiring more parking spaces than the existing use, on-street ~~[curb]~~ parking **adjacent to the exterior boundary of the property** may be counted towards the total number of required parking spaces if:

(a) Adequate off-street parking space is not available or the Commission, **through approval of a Special Use Permit**, determines that strict compliance with the new parking space requirements as a result of the conversion would adversely affect the character of the neighborhood;

(b) Not less than 50 percent of the required number of parking spaces will be provided off-street;

(c) ~~[The number of curb parking spaces adjacent to the exterior boundaries of the property is limited to not]~~ **Not** more than 50 percent of the total number of ~~[authorized]~~ **adjacent** on-street parking spaces are counted towards meeting the minimum parking requirement;

(d) On-street parking is not deducted from the total number of required off-street parking spaces for car, truck or trailer rental agencies or property zoned for an air industrial park use district; and

(e) Allowable on-street parking is not located upon any street or roadway that is designated as an arterial ~~[street or roadway]~~ in the **transportation** master plan.

11. ~~[Notwithstanding any other provision of]~~ **Except as otherwise provided in** this section, all required parking for new construction must be located off-street.

12. Any maintenance that requires the restriping or altering of a parking lot is prohibited without the approval of the Director.

13. All applicable sight distance requirements must be met ~~[in each use district]~~ **at each access point onto the right-of-way**.

(Ord. 2007-33 § 5, 2007; Ord. 2006-4 § 3 (part), 2006; Ord. 2001-23, Ord. 2020-1, Development Standards).

( [Ord. No. 2009-4, § I, 2-5-2009](#).)

### ~~[2.4]~~ **2.6 - Off-street loading and unloading.**

**1.** In addition to the required off-street parking area for every building used for commercial or industrial purposes in any commercial or industrial area outside the ~~[downtown area]~~ **Downtown Mixed-Use zoning district**, off-street loading and unloading space shall be provided at the rear of the primary building or use, and screened with walls, landscaping or a combination **thereof**.

**2.** Off-street loading ~~[or]~~ **and** unloading space may be provided at the side or the front of the building only if landscaped and screened by walls which are architecturally integrated with the main structure. Loading, unloading, or maneuvering may not take place within the aisleway, traffic lane or parking area on parcels exceeding ~~[a three thousand (3,000)]~~ **3,000** square feet **in** area except in the ~~[downtown area]~~ **Downtown Mixed-Use zoning district**.

**3.** Any individual loading space ~~[shall]~~ **must** be at least ~~[fifteen (15)]~~ **15** feet wide by ~~[sixty (60)]~~ **60** feet long and have a minimum height clearance of ~~[fourteen (14)]~~ **14** feet when full size tractor rigs are used for shipping and receiving. When a building requires less area for loading and unloading space, a reduction of the size and number of spaces may be approved by the ~~[director]~~ **Director** based upon the applicant's presentation of information and justification of the request ~~[and further upon determining compliance with the other provisions of this division.]~~

**4.** The number of ~~[such]~~ **loading** spaces provided shall be based on the operating characteristics of the use. ~~[Restaurants and food sales businesses shall provide 2 spaces.]~~



**Typical loading/unloading area screened and oriented away from the street.**

(Ord. 2001-23, Development Standards).