

SECTION TWELVE

AUTOMOBILE PARKING AND LOADING AREA PROVISIONS

12-01 Off-street parking facilities shall be provided for all new uses or buildings hereafter constructed, reconstructed, or enlarged in accordance with the requirements of this section.¹

Any lot or building hereafter used, altered or developed for office, business or industrial purposes shall be provided with adequate, but not excessive, space suitably located for the loading and unloading of goods and materials and the parking of vehicles in accordance with this section.²³

12-01.1 NUMBER OF PARKING SPACES REQUIRED

The amount of required vehicle parking will depend on the nature of the land use and varies for different uses. When a specific use is not listed in these regulations, reference shall be made to the following publication, and other professional reference sources as may be available, to aid in determining the required amount of parking: "Parking Generation", by The Institute of Traffic Engineers, Washington, DC, 1987, and as revised.⁴

- A. For single and two-family dwellings, 2 parking spaces for each dwelling unit.
- B. For multi-family dwellings, two spaces for each dwelling unit.
- C. For converted units, rooming or boarding houses, 1 parking space for each unit or for each room offered for rent for separate occupancy.
- D. For permitted home occupations and professional offices, 2 parking spaces plus 1 parking space for each 200 square feet of building floor area devoted to such use.
- E. For retail and service establishments, 3 parking spaces per 1,000 square feet gross floor area. Overflow parking for peak season retail, if necessary, shall not exceed an additional parking space per 1,000 square feet of gross floor area and such excess shall consist of pervious surfaces such as grass, grass/grid systems or similar materials.⁵
- F. For business offices and financial institutions, 3 parking space for each 1,000 square feet of gross floor area.⁶
- G. For restaurants, night clubs, taverns, or other eating and drinking places and private clubs, 1 parking space for every 2 seats.⁷

¹ Revised, ZA #540, effective 9/8/07

² Revised, ZA #540, effective 9/8/07

³ Revised ZA #589, effective 11/5/16

⁴ Revised, ZA #540, effective 9/8/07

⁵ Revised, ZA #589, effective 11/5/16

⁶ Revised, ZA #589, effective 11/5/16

⁷ Revised, ZA #589, effective 11/5/16

- H. For hotels, conference centers and motels, 1 parking space for each rental unit plus 1 additional space for each three employees, plus one parking space for every 2 seats¹ of all area devoted to customer service for any included restaurant or banquet hall.²
- I. For hospitals, sanitariums, convalescent, nursing homes or managed residential community operated by an assisted living services agency, 1 parking space for each three beds excluding bassinets, plus 1 additional space for each 4 total employees.
- J. For medical or dental offices, excluding home occupations, 1 parking space for each 200³ square feet of net floor area. Net floor area means the gross floor area of a building minus areas used for vents, shafts, attics, basements used for storage only, hallways, stairways, foyers and other similar common areas. The applicant shall provide pertinent floor area usage calculations on the site plan and building plans.
- K. For undertaking establishments, 1 parking space for each 25 square feet of gross public floor area.
- L. For theaters, auditoriums, stadiums and places of assembly, amusement and recreation, 1 parking space for every 5 seats.⁴
- M. For philanthropic or eleemosynary institutions, 1 parking space for each 150 square feet of floor area devoted to office or administrative use.
- N. For gasoline service stations - one parking space for each 50 square feet of gross floor area, not less than 5 spaces.⁵
- O. For wholesaling or warehousing establishments and laboratories, 1 parking space for each three employees customarily employed at one time or for each 1,000 square feet of gross floor area.
- P. For industries and manufacturing operations – the number of spaces shall be sufficient to accommodate personnel and customers based on the nature of the business.⁶
- Q. For elderly housing containing more than one bedroom, 2 parking spaces for each dwelling unit. For elderly housing designed as efficiency units or containing not more than one bedroom; 1 ¼ parking spaces per dwelling unit.
- R. For Executive Office & Accessory Uses within an Executive Park, one parking space per 300 square feet of floor area, excluding utility and storage area, and lobbies.

¹ Revised, ZA #589, effective 11/5/16

² Revised, ZA #540, effective 9/8/07

³ Revised, ZA #580, effective 8/2/14

⁴ Revised, ZA #589, effective 11/5/16

⁵ Revised, ZA #540, effective 9/8/07

⁶ Revised, ZA #540, effective 9/8/07

- S. For bed and breakfast establishments, a minimum of two (2) spaces plus one (1) space per guest bedroom.
- T. For colleges, trade schools, business colleges and secretarial schools, one space for every two (2) students, including full time and part time students. Parking requirements for ancillary theaters, auditoriums, stadiums and similar places of assembly shall be calculated separately.
- U. Theater, auditorium or stadium - one parking space for each four ¹seats or spectator equivalent.²
- V. Place of worship – one parking space for every three seats for the maximum congregation which can be accommodated at one service. When a place of worship includes accessory uses such as day care, schools or assembly halls for non-religious services the parking requirements for these uses shall also be met. These additional requirements may be waived in whole or in part provided it can be demonstrated to the satisfaction of the Commission that sufficient spaces are committed and available on a non-conflicting basis.³
- W. Car wash establishment - 50 parking spaces minimum, including capacity of waiting lanes.⁴

12-02 VEHICLE PARKING AREAS, DESIGN & CONSTRUCTION⁵

- 12-02.01 All vehicle parking areas shall be constructed of bituminous or masonry concrete or pervious pavement or concrete. Any overflow parking provided over 10% in excess of the parking requirements provided herein shall consist of pervious materials or be set aside as deferred parking for either peak period overflow needs or in the event additional parking is deemed necessary by Zoning Enforcement Officer, except parking areas designated as municipal parking.⁶
- 12-02.02 All vehicle parking areas shall be well drained and all drainage systems shall be approved by the town engineer.
- 12-02.03 All driveways shall be constructed in accordance with town standards.
- 12-02.04 All vehicle parking areas shall include landscaped sections and islands wherever possible designed to relieve the monotony of large areas of bituminous concrete, etc. All landscaped sections and islands shall contain appropriate evergreen shrubs, trees and plantings. There shall be not more than 10 parking spaces for less than 25 total parking spaces, and 15 for greater than 25 spaces, in a row without being broken with curbing and landscaped area. Further there shall be additional landscaping established along the periphery of the parking area so as to be the equivalent in area of island loss in

¹ Revised, ZA #589, effective 11/5/16

² New, ZA #540, effective 9/8/07

³ New, ZA #540, effective 9/8/07

⁴ New, ZA #540, effective 9/8/07

⁵ New, ZA #540, effective 9/8/07

⁶ Revised, ZA #592, effective 5/20/17

lots greater than 25 total spaces. Measurement of total lot area shall encompass the smallest geometric rectangle.¹

- 12-02.05 All parking lots shall contain landscaped area in the ratio of not less than 20 square feet for each parking space.
- 12-02.06 In vehicle parking lots the traffic lanes shall facilitate traffic movement and maneuverability, especially for ambulances and fire fighting vehicles. Traffic lanes leading to parking stalls shall be constructed to accepted standards.
- 12-02.07 Vehicle parking stalls shall be constructed so that no part of a vehicle extends beyond the property lines.
- 12-02.08 Notwithstanding 12-02.07, no vehicle parking shall be provided in the front yard unless separated from the public right-of-way by a fully bermed landscape border of not less than four feet. This area shall be landscaped with appropriate trees, shrubs, and plantings. In selecting the types of plantings, consideration shall be given to maintaining adequate sight lines to provide for safe access to the property.
- 12-02.09 No vehicle shall be parked on a property so as to intrude over or obstruct the public right-of-way or public sidewalks. Any structures used for parking or sheltering motor vehicles or recreational vehicles shall be at least 20 feet from the property line along a public street right-of-way, unless it can be demonstrated that the length of the driveway and the orientation of the garage doors shall ensure that vehicles parked in the driveway leading to such garage will not intrude into or obstruct the right-of-way or sidewalks.

12-03 OFF-STREET LOADING SPACE

Every building or lot hereafter put into use for business or industrial purposes or for a hospital or institutional use, and which has an aggregate floor area of 1,000 square feet or more devoted to any such use, shall be provided with off-street truck loading spaces.

In determining adequacy of space and suitability of location, the Planning and Zoning Commission shall be guided by the nature of the use, the types of trucks servicing the site, the volume of vehicular and pedestrian movement which passes the premises and the location of the principal building in relation to the street. In no event shall a loading space be designed and located which requires trucks to back in from the street or use the right-of-way for turning movements.

12-04 PARKING SPACE DIMENSIONS

A standard required parking space shall contain not less than nine (9) feet and a minimum length of not less than eighteen (18) feet. Each space shall be of usable shape, exclusive of driveways and access areas.

12-05 DIMENSIONS OF LOADING SPACE

A required loading space shall not be less than 10 feet wide and 25 feet long, exclusive of access, and 15 feet in height for vertical clearance for single-unit vehicles. If a semi-trailer or tractor-trailer truck

¹ Revised, ZA #588, effective 6/24/16

is needed for the proposed use, the minimum width and length shall be 12 feet by 50 feet, respectively.

12-06 LOCATION OF PARKING FACILITIES

Except in Residential Zones, required parking facilities shall be provided on the same lot as the building they serve or on a lot within 400 feet from such building.

12-07 COMMON SPACES

- A. Nothing in this section shall be deemed to prohibit a cooperative action on the part of any group designed to provide in common the parking spaces required for the individual members of the group, provided that the area, or a sufficient portion thereof, is located within 500 feet of the building which it serves.

- B. Theaters, bowling alleys, night clubs and other similar uses and activities, carrying on the major portion of their business during the evening hours or Sundays, may provide 50 percent of the required parking space, as specified above, through use of parking space provided for uses and buildings carrying on the major portion of their business during daytime hours, if suitable permissive agreements are presented.

12-08 ACCESS

Common spaces of two or more parking facilities on adjoining lots, if designed for use as a single parking area, may use the same means of access.

12-09 MIXED USES

In the case of mixed uses, the parking facilities required shall be the sum of the requirements for the various uses, computed separately with up to a 15% reduction being given for shared uses, consisting of 2 or more primary use classifications (Residential, Commercial, Office or Institutional), as accepted by the commission or staff under procedurally delegated authority.

12-10 MUNICIPAL PARKING FACILITIES

- 12-10.1 Subject to the provisions of Section 9 and 14, the Commission or Town Planner may waive the minimum off-street parking requirements for any use hereafter constructed, reconstructed, or enlarged if said use is located in a Central Business Zone and can be reasonably served by an existing off-street municipal parking facility.¹

- 12-10.2 The Commission or Town Planner shall refer said application for parking waivers to the Parking Authority who shall review and report back to the Commission or Town Planner within 30 days as to the adequacy of the existing off-street municipal parking facility for handling the contemplated additional users at the time of application.²

- 12-10.3 Subject to a favorable review from the Parking Authority, the minimum required

¹ revised ZA #566, effective 9.22.12

² revised ZA #566, effective 9.22.12

off-street parking spaces for the use in question may be reduced in accordance with the following schedule:¹

Walking Distance	Reduction Factor
0-100 feet	100%
101-200 feet	75%
201-300 feet	50%
301-400 feet	25%
Over 400 feet	0%

The walking distance shall be measured in straight lines along public rights-of-way or established pedestrian access ways extending between the nearest entrance of the proposed building and the nearest vehicular or pedestrian entrance to the existing off-street municipal parking facility.

12-11 DESIGN STANDARDS

- A. All off-street parking and loading facilities shall be designed with appropriate means of vehicular access to a street as well as maneuvering areas. Plans in accordance with Section 9 where appropriate, shall be submitted to the State Department of Transportation for approval of all curb cuts or driveway openings before a permit may be obtained therefor.
- B. All parking spaces, loading facilities and access roadways shall have adequate all-weather surfacing treated to inhibit dust, adequate drainage, and shall allow free and safe movement of all vehicles customarily using the facility.
- C. Any parking area designed for three or more vehicles located adjacent to any public sidewalk or area reserved for a public sidewalk, shall be separated from such sidewalk or reserved area by a four foot² landscaped strip so as to prevent the encroachment or parking of vehicles on such public sidewalk or reserved area.
- D. Lighting, including illuminated signs, on any parking area or driveway shall be located and arranged to reflect away from residential areas and public streets. Parking lot lighting shall be full cutoff fixtures with recessed lenses only. Applicants are encouraged to consider reducing the amount of lighting in use when the establishment is closed in an effort to reduce light pollution and energy consumption.³

12-12 HANDICAPPED PARKING REQUIREMENTS

Off-street parking requirements for the handicapped with regards to the size and number of parking spaces shall be in conformance with Section 14-253a of the Connecticut General Statutes and Section 2107.0 of the Connecticut Building Code, respectively.

A. NUMBER OF SPACES TO BE PROVIDED

¹ revised ZA #566, effective 9.22.12

² Revised, ZA #540, effective 9/8/07

³ Revised, ZA #540, effective 9/8/07

On each site having parking spaces for at least twenty (20) but not more than twenty-five (25) spaces, at least one (1) space shall be specially designated and reserved for handicapped parking. Additional spaces for handicapped parking shall be in accordance with the following table. The first handicapped space on each site must be van accessible. Appropriate details of cross hatching and signage shall be provided on plans.¹

Total Parking On-Site	Required Number of Handicapped Parking Spaces
Up to 25	1
26 - 50	2
51 - 75	3
76 - 100	4
101 - 150	5
151 - 200	6
201 - 300	7
301 - 400	8
401 - 500	9
500 - 1000	2% of total
over 1000	20 plus 1 for each 100 over 1000

¹ Revised, ZA #540, effective 9/8/07