

ARTICLE 14 -
OFF-STREET PARKING AND LOADING REGULATIONS

Section 1400 General Parking Regulations

- A. Off-street parking facilities shall be provided to lessen congestion in the streets. The facilities required shall be available to patrons throughout the hours of operation of the particular business or use for which such facilities are provided. The term "parking space" includes either covered garage space or uncovered parking space located off the public right-of-way.
- B. Residential off-street parking space shall consist of a parking lot, driveway, garage or combination thereof and shall be located on the lot it is intended to serve.
- C. Outdoor parking spaces shall not be deemed to be part of the lot on which it is located, unless designated as overflow parking in accordance with this Article.
- D. A garage or carport may be located wholly or partly inside the walls of the principal building, or attached to the outside walls.
 - 1. In the case of single-family residential uses, the garage may be separated from the principal building. The garage shall conform to all accessory building requirements.
 - 2. In the case of multi-family and nonresidential uses, free standing parking garages whether above or below ground must conform to all area and design requirements for the district in which it is located.
 - 3. Garages may be constructed under a yard or court provided that the level of such yard or court shall conform to the general level of the other yards or courts on the lot. The space above an underground garage shall be deemed to be part of the open space of the lot on which it is located, unless it has surface parking above the garage, in which case it shall not count as open space.
- E. No part of any required front yard setback shall be used for off-street parking requirements in the R-1, R-2 or V Districts, except for that part of the front yard that is occupied by a driveway leading to a garage or parking area or as otherwise needed to require a back-up area for end stalls.
- F. All required parking spaces under this Ordinance must be located on the lot area, unless the applicant meets the requirements of Section 1405, Joint Parking Facilities.

Section 1401 Off-Street Parking Requirements

A. The following off street parking requirements shall be minimum standards:

**Table 14-1
Off-Street Parking Schedule**

Category of Uses	Uses	Minimum Required Parking
1. Residential uses.		
	A. Continuing Care Retirement Communities	Combination of the following by service area: <u>Personal care or nursing care centers</u> – 1 space for each 4 beds plus 1 space per employee on largest shift. <u>Apartment units</u> : 2 spaces per dwelling unit. <u>Cottage units (single family units)</u> : 2 spaces per dwelling unit
	B. Dwellings other than single-family	2 spaces per dwelling unit plus 1 space per five dwelling units for guest parking.
	C. Group home or halfway house	1 space per 2 beds, plus 1 space for each employee on the largest shift.
	D. Group quarters	1 space per resident based on maximum occupancy, plus 1 space for guest parking for each 4 residents based on maximum occupancy.
	E. Student housing	1 space per student
	F. Personal care and nursing care centers	1 space for each 4 beds based on design capacity, plus 1 space for each employee on the largest shift.
	G. Rooming and boarding houses	1 space per bedroom or guest sleeping room, plus 2 spaces for permanent residents.
	H. Single-family dwellings	2 spaces per dwelling unit.
2. Commercial / Office uses.		
	A. Banks and financial institutions	1 space for each 200 sq. ft. of gross floor area.
	B. Business, professional, or public service office buildings and retail sales	1 space per 200 sq. ft. of gross floor area.
	C. Carpeting, drapery, floor covering and wall covering sales	1 space per 500 square feet of gross floor area.
	D. Convenience stores	1 space for 75 sq. ft. of retail floor area.
	E. Day care centers	1 space for every employee on the largest shift plus 1 space for every six students.

Category of Uses	Uses	Minimum Required Parking
	F. Drive thru and fast food restaurants	1 space per 2 seats and one space for each 2 employees.
	G. Exercise club	1 space per 100 sq. ft. of gross floor area plus 1 space per employee on largest shift.
	H. Food markets and grocery stores	1 space per 150 sq. ft. of gross floor area for public use and 1 space per employee on largest shift.
	I. Funeral homes	1 space for each 4 seats provided for patron use by design capacity plus 1 additional space for each full-time employee and each vehicle maintained on the premises.
	J. Furniture, lumber, and bedding	1 space per 500 square feet of floor area for public use.
	K. Haircutting / Hairstylist	1 space per customer seat plus 1 space per employee.
	L. Hotels, Motels, Bed and Breakfasts, Resorts, Conference Facility and Special Occasion Home	1 space per guest room plus 1 space for each employee on the largest shift. Spaces associated with meeting rooms (1 space for 400 square feet of public meeting area), restaurants and related facilities shall be in addition to these requirements. 2 spaces for resident occupants of special occasion home.
	M. Kennels	1 space for every 15 animals of capacity.
	N. Laundromat	1 space per 3 washing machines plus 1 space per employee on the largest shift.
	O. Medical, veterinary and dental offices, including outpatient clinics	2 spaces per examination room plus 1 space per employee on the largest shift.
	P. Offices	1 per 300 square feet of gross floor area.
	Q. Restaurants, other than drive-thru and fast food	1 space for every 4 seats of design capacity, plus 1 space for every 2 employees on the largest shift.
	R. Retail stores or shops (except those otherwise listed)	1 space per 200 sq. ft. of gross floor area of display area, plus 1 per each employee on largest shift.

Category of Uses	Uses	Minimum Required Parking
	S. Vehicle body shop, repair garage and gasoline stations	2 spaces for each service bay area plus one additional space for each full-time employee on the largest shift but in no event less than 1 space for each 400 sq. ft. of gross floor area.
	T. Vehicle, mobile / manufactured home, or trailer sales lot	1 space per 15 vehicles or homes plus 1 space per employee.
3. Recreational uses.		
	A. Amusement arcade	1 space per 80 sq. ft. of gross floor area
	B. Bowling alley	2 spaces for each alley plus 1 space per employee on largest shift.
	C. Billiard room	2 spaces per table.
	D. Dance halls, swimming pools, roller rinks, clubs, lodges, and similar places and other commercial recreation buildings.	1 space for each 100 sq. ft. of gross floor area or of water area in a swimming pool, plus 1 per employee on largest shift.
	E. Golf course	60 spaces per nine holes, plus one space per employee on the largest shift, plus 50 percent of the spaces otherwise required for any accessory uses (e.g., restaurants).
	F. Golf driving range and miniature golf	1 space for each tee or hole.
	G. Outdoor recreational facilities, sports arenas, auditorium, theatres and assembly halls	1 space for each 3 seats plus 1 space per employee on largest shift.
	H. Riding schools or horse stables	1 space per 2 stalls, plus 1 space per 4 seats of spectator seating.
4. Industrial uses.		
	A. Manufacturing plants, research or testing laboratories, or wholesale establishments	1 space for each 1,000 sq. ft. of gross floor area or 1 space for each employees on the largest shift, whichever is greater.
	B. Self-storage	1 space per 25 storage units, plus 1 space per employee, plus 2 spaces for any resident manager.
	C. Transportation terminal	1 space for every 100 sq. ft. of waiting room space, plus 1 space for each employee on the largest shift.
	D. Warehousing	1 space per employee on the largest shift.

Category of Uses	Uses	Minimum Required Parking
5. Institutional uses.		
	A. Colleges, universities, or business, technical, vocational or fine arts schools	1 space for each full-time employee (regardless of shift) plus 3 spaces for every 4 on-campus students. In addition to the above spaces, spaces shall be provided in accordance with this schedule for outdoor and indoor recreation facilities, cultural facilities, churches and religious institutions and day care centers.
	B. Elementary and middle schools	1 space for each 15 students of design capacity, plus required spaces for uses provided by the facility other than classrooms as regulated by this schedule.
	C. High schools	1 space per 4 students of design capacity, plus one space per teacher and staff member, plus required spaces for uses provided by the facility other than classrooms by this schedule.
	D. Hospitals	1 space for each 1.5 beds plus 1 space for each employee on the largest shift.
	E. Church	1 space for each 4 seats in a sanctuary or meeting room.
6. Public and Cultural Uses.		
	A. Community buildings and social halls	1 space for each 100 sq. ft. of gross floor area.
	B. Public libraries, art galleries, and museums	1 space for each 250 sq. ft. of floor area open to the public, plus 1 space for each employee

- B. When the parking requirements are not specified herein for a building or use for which an application for a permit has been filed or where the proposal contemplates a mix of uses and parking requirements, the zoning officer shall make the recommendation to Borough Council to determine which parking requirement standards shall apply in order to ensure that adequate off-street parking spaces are provided to serve the needs of proposed uses in conformance with the standards set forth herein and upon consideration of all factors entering into the parking needs of each such use.
- C. Off-street parking and loading spaces as required by this section shall be provided for all new buildings, additions to buildings, expansions of use and changes in use.

Section 1402 On Street Parking

Within the Village District where on-street parking is proposed to meet a portion or all of the parking requirements of Section 1401.A, the following on-street parking standards shall apply:

- A. On-street parking may be provided within street rights-of-ways parallel to the curb line, only when parking on that street right-of-way has been approved by PennDOT, for all state owned streets, or the Mt. Holly Springs Borough Council for Borough owned streets.
- B. Such on-street parking may be counted toward the required parking for permitted uses as set forth in Section 1401.A of this ordinance.
- C. On-street parking areas may only be counted within the street rights-of-way abutting the lot lines of the lot owned by the applicant or landowner, exclusive of any driveway, access drive, or other curb cut, and exclusive of any existing cartway and perpendicular street, alley, or access drive.
- D. A bona-fide on-street parking space, parallel to the curb line, shall measure at least eight (8) feet in width and twenty-two (22) feet in length, exclusive of any street cartway. Otherwise if angled parking is permitted along the street by the Borough or PennDOT, then dimensions and number of on-street parking spaces shall be acceptable to the Borough Engineer and/or PennDOT.
- E. All eligible on-street parking areas shall be graphically depicted and otherwise indicated upon any permits and/or plans required by the Borough. Such parking areas shall not conflict with any turning movements off the cartway or obstruct access to any street, access drive, driveway, sidewalk, crosswalk, other access way, or fire hydrant.

Section 1403 Parking Reductions

- A. Borough Council, in consultation with the Borough Engineer and Zoning Officer, may authorize a reduction of minimum parking requirements in the R-L, V, CG and I zones where the applicant can justify a reduction and still provide adequate parking facilities to serve the proposed uses of the building.
- B. Applicants requesting a parking reduction must complete a Parking Analysis (Appendix B) that demonstrates how the parking required by Section 1401.A of this ordinance is excessive. The Parking Analysis shall be prepared by a qualified professional and include the following:
 - 1. Site Plans containing the following:
 - i. Legal property boundary
 - ii. Existing and proposed project layout
 - iii. All existing and proposed uses and tenant spaces
 - iv. All existing and proposed parking spaces.
 - 2. Parking Analysis Matrix (Appendix B) showing the following:
 - i. List of all existing and proposed uses
 - ii. List of tenant(s) (for each use)
 - iii. Total square footage of all existing and proposed uses (should equal the total square footage of the building)
 - iv. Calculation of the seating/customers/exam rooms/employees, etc. necessary to determine the parking requirements for the proposed use(s)
 - v. Number of proposed company vehicle(s)
 - vi. Parking requirements based on existing and proposed use
 - vii. Amount of spaces currently available.

- viii. Comparison of the number of parking spaces proposed through parking reduction with the parking required by Section 1401.A of this ordinance.
 - ix. Documentation showing all approved public parking spaces that abut the property.
3. Parking Analysis Report shall contain the following:
- i. Review of parking requirements in other local municipalities.
 - ii. Parking count for uses similar to the use proposed.
 - iii. Peak hours of operation and parking occupancy.
 - iv. Final justification and summary of findings.

Section 1404 Location of Parking Spaces

- A. Parking spaces for multiple dwelling buildings, commercial, or industrial uses shall be on the same lot and in the same zoning district as the principal building or open area conforming to the following regulations, unless the applicant meets the requirements of Section 1405, Joint Parking Facilities. Parking on offsite lots, within 1000 feet and under the ownership or control of the Applicant shall be permitted.
- B. The required parking spaces, except for colleges and universities, shall be suitable within 1000 feet of the principal building or open space. Such spaces shall be in the same ownership as the principal use to which they are accessory and shall be subject to deed restrictions acceptable to the Mount Holly Springs Borough Council, binding the owner and heirs or assigns to maintain the required number of parking spaces throughout the life of the principal use.

Section 1405 Joint Parking Facilities

- A. Joint parking facilities shall be allowed in the R-L, V, G-C and I, zoning districts.
- B. Joint parking facilities are subject to the following requirements:
 - 1. The nearest point of the parking lot shall be no further distance to the nearest point of the property served as provided below (unless patron transport is provided from the parking lot the property being served):
 - a. Residential use: 100 feet.
 - b. Commercial use: 200 feet.
 - c. Industrial use: 300 feet.
 - 2. The required parking shall be not less than the total required separately for each use with the following exceptions:
 - a. It shall be demonstrated that those jointly using the parking facility are using the facility at different periods of the day or different days of the week. A reduction may be granted for the total number of parking spaces needed, requiring only the number of spaces needed based on the one use requiring the most spaces.
 - b. An agreement for the joint use and maintenance of a parking facility shall be recorded as a deed restriction, irrevocable license, easement or other recordable document in a form satisfactory to the Mount Holly Springs Borough solicitor filed in the Cumberland County Courthouse in the chain of title of the land to be burdened in perpetuity or for a period to extend throughout the life of the use requiring the maintenance of the required number of spaces.

Section 1406 Design Standards

A. The minimum dimensions of parking facilities to be provided shall be as follows:

1. Parking lot dimensions shall be no less than those listed in the following table:

Angle of Parking	Parking Bay Width	Length	Aisle Width	
			One-Way	Two-Way
90 degrees	10 ft.	18 ft.	20 ft.	24 ft.
60 degrees	10 ft.	18 ft.	18 ft.	24 ft.
45 degrees	10 ft.	18 ft.	14 ft.	24 ft.
30 degrees	10 ft.	18 ft.	12 ft.	24 ft.

2. All dead-end parking lots shall be designed to provide a back-up area for the end parking stalls. The back-up area shall be 5 feet deep. The back-up aisle width shall meet requirements shown in Section 1406.A.2.

3. Except for residential uses, parking areas shall be designed so that each motor vehicle may proceed to and from the parking space provided for it without requiring the moving of any other motor vehicle.

4. Setback for parking areas shall be provided as follows:

- a. Parking spaces may not encroach on the buffer yard area.
- b. Parking areas and on-site parking lot circulation aisles and driveways shall be physically separated from the public and/or private streets in conformance with the applicable building setback requirements, excluding entrance and exit drives of parking areas.
- c. Except for single-family attached, single-family detached, single-family semi-detached and two-family detached, in no case shall parking areas be designed to require or encourage cars to back into a public or private street in order to exit the parking area, with the exception of alleyways.

Section 1407 Handicapped Parking

A. Handicapped car parking spaces shall be provided and designed in accordance with the regulations set forth in the latest edition of the Americans with Disabilities Act (ADA).

B. Handicapped accessible car and van parking spaces shall be identified as such by 5 foot-high, free-standing signs placed at the head of the space facing the space. Such signs shall depict the international symbol of accessibility, and the designation "handicapped accessible car space" or "handicapped accessible van space."

C. All handicapped spaces shall be the spaces in a parking lot placed closest to the building served. All handicapped spaces and adjacent access aisles shall have access to nearby wheelchair-accessible concrete ramps where they lead to raised curbs and/or walkways surrounding the building served.

Section 1408 Drainage, Surfacing, and Maintenance Standards

A. Parking lots, including driveways, shall be graded, surfaced with asphalt or concrete and drained to the satisfaction of the Mount Holly Springs Borough engineer to the extent necessary to prevent dust, erosion or excessive water flow across streets or adjoining property.

- B. Parking areas shall be kept clean and free from rubbish and debris.

Section 1409 Lighting

- A. All public parking shall be lit during evening operating hours.
- B. All standards shall be located on raised parking islands and not on the parking surface.
- C. Lighting shall be arranged and shielded so the direct rays from the luminaries shall not fall off-site on adjacent properties or into the road right-of-way or cartway.

Section 1410 Loading and Unloading Space

- A. An off-street loading space shall be an area of land, open or enclosed, other than a street or public way, used principally for the standing, loading or unloading of motor trucks, tractors and trailers so as to avoid undue interference with the public use of streets and alleys.
- B. Off-street loading and unloading space shall be in addition to and not considered as meeting a part of the requirements for off-street parking space.
- C. Off-street loading and unloading space shall not be used or designed, intended or constructed to be used in a manner to obstruct or interfere with the free use of any street, sidewalk, alley, designated fire access lane, or adjoining property.
- D. Off-street loading and unloading spaces shall not be located so that vehicles entering or leaving the spaces would conflict with parking spaces and require backing maneuvers in areas of customer or public circulation.
- E. The following off-street loading and unloading space requirements for specific uses shall be provided as listed below:

**TABLE 14-2
OFF-STREET LOADING REQUIREMENTS**

Type of Use	Number of Spaces Per	Gross Floor Area / Dwelling Unit
Industry or manufacturing	None 1.0 +1.0	First 2,000 square feet 2,000 to 25,000 square feet Each additional 40,000 square feet (or fraction)
Multi-family dwelling	None 1.0 +1.0	Less than 100 dwelling units 100 to 300 dwelling units Each additional 200 dwelling units (or fraction)
Retail sales and services, per store, and restaurants	None 1.0 2.0 +1.0	First 2,000 square feet 2,000 to 10,000 square feet 10,000 to 40,000 square feet Each additional 100,000 (or fraction)
Undertaking establishment or funeral parlor	None 1.0 +1.0	First 3,000 square feet 3,000 to 5,000 square feet Each additional 10,000 square feet (or fraction)
Wholesale or warehousing	None 1.0	First 1,500 square feet 1,500 to 10,000 square feet

Type of Use	Number of Spaces Per	Gross Floor Area / Dwelling Unit
	+1.0	Each additional 40,000 square feet (or fraction)
All other non-residential uses	None 1.0 +1.0	First 10,000 square feet 10,000 to 100,000 square feet Each additional 100,000 square feet (or fraction)

1. When determination of the number of required off-street loading/unloading spaces results in a requirement of a fractional space, any fraction less than 1/2 may be disregarded, and fractions greater than or equal to 1/2 shall be interpreted as 1 off-street loading/unloading space.
- F. The off-street loading/unloading space shall be not less than 12 feet wide, and 50' in length, and 14 feet in height, when covered. For warehouse buildings or buildings accommodating tractor-trailers, the minimum off-street loading/ unloading space size shall be increased to 12 feet wide and 70' long.
 - G. No off-street loading/unloading spaces shall be within any building setback and/or buffer area.
 - H. When the off-street loading/unloading space abuts a residential use or zone, a 5 foot buffer area shall be provided contiguous to the property line of the residential use or zone in addition to the required setback.
 - I. Surfacing. All open off-street loading/unloading spaces shall be improved with a compacted base, surfaced with bituminous concrete or cement concrete pavement of adequate thickness to support the weight of a fully loaded vehicle.

Section 1411 Fire Lanes

- A. Fire lanes shall be provided where required by State or Federal regulations or other local ordinances. The specific locations of these lanes are subject to review by the Mount Holly Springs Borough fire officials.