

CHAPTER 1374

Circulation and Parking

The purpose of chapter is:

- To make Traverse City safe and accessible by pedestrians, cyclists, drivers and passengers.
- To give equal consideration to the pedestrian in the design of all public and private parking areas.
- To promote site designs that help to reduce crashes and conflicts between pedestrians and vehicles.
- To maintain the utility of the public rights-of-way to move goods and people safely and adequately.
- To promote interesting street edges that invite people to walk.
- To encourage a healthier transportation mix.

CROSS REFERENCES

Handicapped parking restrictions - MCLA 257.942a

Parking generally - TRAF 410.03, Ch. 480

1374.01	Pedestrian travel ways.	1374.04	Driveways and access requirements.
1374.02	Bicycle parking.	1374.05	Delivery truck loading requirements.
1374.03	Motor vehicle parking.	1374.06	Drive-through standards.

1374.01 PEDESTRIAN TRAVEL WAYS.

- (a) **Compliance required.** All developments except for one and two-family dwellings, shall provide clearly defined pedestrian travelways from the public sidewalk to main entrances of the buildings or uses of the land.
- (b) **Requirements.** A sidewalk a minimum of five feet wide free from obstructions shall be constructed from the public walk to main entries of buildings. On lots where there are multiple principal buildings or main entries, sidewalks meeting the requirements above shall be provided.
- (c) **Construction standards.** Pedestrian travelways shall be physically separate from the parking area except where they cross a vehicle maneuvering lane, in which case the travelway shall be defined with a separate and contrasting material such as the use of a textured concrete or brick paver.

1374.02 BICYCLE PARKING.

- (a) **Compliance required.** Whenever full off-street parking compliance is required, a minimum of one bicycle rack or locker is required and shall be located within 50 feet of the main entrance of a building or inside a building in a location that is easily accessible by bicyclists. For sites that require more than 25 motor vehicle spaces, the ratio is one rack for every 25 motor vehicle spaces. When units of measurement determining the number of required parking spaces result in a fractional space, any fraction up to and including one-half shall be disregarded and fractions over one-half shall require one

parking space.

(b) **Exception.** The requirements of this section do not apply to residential uses in the RC, R-1a, R-1b and R-2 districts or uses in the C-4 district.

(c) **Standards.**

(1) **Bicycle lockers.** Where required bicycle parking is provided in lockers, the lockers must be securely anchored.

(2) **Bicycle racks.** Where required bicycle parking is provided in racks, the racks must meet the following standards:

A. The bicycle frame and one wheel can be locked to the rack with a high security, U-shaped shackle lock if both wheels are left on the bicycle.

B. A bicycle six feet long can be securely held with its frame supported so that the bicycle cannot be pushed or fall in a manner that will damage the wheels or components; and

C. The rack must be securely anchored.

(3) **Maneuvering areas.**

A. Each required bicycle parking space must be accessible without moving another bicycle; and

B. There must be an aisle at least five feet wide behind all required bicycle parking to allow room for bicycle maneuvering.

(Ord. 774. Passed. 11-5-07.)

1374.03 MOTOR VEHICLE PARKING.

(a) **Compliance required.** In all districts, except the C-4 districts (where the provision of off-street parking is not required) and those properties located within 500 feet of a public parking structure, off-street parking shall be provided as required by this Chapter unless otherwise provided by parking waiver pursuant to this Zoning Code. In the C-4 district and those properties located within 500 feet of a public parking structure, when private parking is provided, it shall meet all requirements of this Chapter with the exception of the parking space requirements of subsection (d). Full off-street parking compliance is required as follows:

(1) **New Construction.** For all newly constructed buildings.

(2) **Enlargement.** Whenever a building is expanded to increase its gross floor area.

(3) **Change in Use.** Whenever the use of a building or portion of a building is changed to accommodate a use requiring more parking pursuant to this Zoning Code than the former use.

(4) **Parking Area Construction and Expansion.** For all new parking areas and whenever existing parking areas are expanded. Normal maintenance, such as regrading of legal non-conforming gravel parking areas or the addition of top coat or sealer to existing paved parking areas, will not trigger full off-street parking compliance; however, pulverizing an existing asphalt, concrete or other paved parking surface, the outright removal or substantial modification of the paved surface in preparation for paving and demolition by neglect which serves to return a parking area substantially to gravel or other aggregate surface, shall, for the purposes of this code, be considered a new parking area.

(b) **Land use permits; plans; improvement guarantees.** Land use permits shall be required for parking area construction or expansion in all districts. In addition, the

following shall be submitted:

- (1) **Plans.** For any parking construction or expansion a plan shall be submitted to and approved by the City Engineer prior to the commencement of construction. Such plan shall include:

- A. Setbacks, spacing and size of spaces,
- B. Landscaping and lighting (where applicable),
- C. Ingress and egress,
- D. Surfacing and drainage,
- E. Proposed and existing grades,
- F. General specifications,
- G. Parking details and any other information as shall be deemed necessary by the Planning Director or City Engineer prior to the issuance of a land use permit.

Except for parking areas and driveways for one and two-family dwellings, such plans shall be sealed by a registered professional engineer or architect who is licensed to do business in the State. Specific plan requirements may be waived by the Planning Director or City Engineer when, in their opinion, the proposed changes do not warrant full compliance. In such cases, a written opinion by the Planning Director must be filed with the application for the permit.

- (2) **Improvement Guarantees.** For any parking construction, screening or other site development for which a land use permit is required, a certificate of surety, performance bond, or other financial guarantee, as approved by the Planning Director, in the amount of 110 percent of the estimated construction costs, shall be submitted prior to the issuance of a land use permit or building permit and shall be retained until such site development is completed and found to be in full compliance with the site plan approved by the Planning Director. Where landscape materials are required to be provided or mature trees are required to be saved in any development, the financial guarantee shall include the cost of plant materials and the total appraised value of individual trees to be saved and shall remain in effect for not less than one growing season after planting or completion of project site work, whichever is last.

- (3) **Leased parking.** The owner or occupier of the property to be served shall own or lease all property utilized to meet minimum parking requirements. The lease shall include a provision that the lease may not be canceled without the permission of the Planning Director. The Planning Director may allow cancellation of all or part of a lease where parking compliance is achieved in some other way or a parking exception is granted.

- (c) **Location of parking areas.** Off-street parking areas shall be located in the same district as the use they are intended to serve, in a district that allows the use, or as provided by a special land use permit or the granting order of a planned unit development. In addition, parking areas are to meet the following requirements:

- (1) **Front setbacks.** Except as otherwise contained in this Zoning Code or as indicated below, parking shall be provided behind or to the side of a principal building as follows:

- A. **R-1a:** 3 feet minimum.

B. **R-1b:** 3 feet minimum.

All other districts: Other than in the R-1a, R-1b and R-2 Districts, a parking area shall be set back a distance equal to the setback of the principal building or 25 feet, whichever is greater. For through lots, parking may be provided streetward of the principal building on the street that carries less traffic, but in no case closer than 25 feet from the front property line

- (2) **Side setbacks.** In the R-1a, R-1b and R-2 districts, the side setback shall be 2 feet. In all other districts, any parking area which is contiguous to the side property line of an R-District shall provide a minimum side setback of 10 feet from the side contiguous to the R-District. All other parking areas shall maintain a minimum 5 foot side setback. If shared parking is developed, these setbacks would affect only the perimeter of the combined parcels. See Appendix 2, Figure 1-5.
- (3) **Rear setbacks.** In the R-1a, R-1b and R-2 districts, no rear setback is required. In all other districts, a rear setback of 20 feet shall be required for any parking area abutting, adjacent to or across a public alley from an R-District and a 5 foot rear setback shall be required otherwise with the exception of the following:
 - A. A rear setback requirement may be waived by the Planning Director to allow parking designed to back directly into a public alley when it can be demonstrated that the property exhibits site constraints which preclude or render permitted parking configurations impractical. Whenever such parking is approved, an area no less than ten feet in depth shall be provided immediately in front of the parking and the provided area shall be developed according to the landscaping requirements of Section 1372.05 (a) and (b). See Appendix 2, Figure 1-6.
 - B. A required 20 foot rear setback may be reduced in depth by up to 50 percent when a decorative masonry screenwall at least five feet in height is constructed along the 10 foot setback line and the area between the wall and the rear property line is landscaped according to the requirements for front yards in Section 1372.05, *Landscape Development Internal to a Parking Area*.
- (4) **Off-site locations.**
 - A. All off-street parking areas, except in R-districts, shall be located on the immediate premises or within 500 feet as measured from the nearest point of the parking area to the nearest point of the building intended to be served.
 - B. The required number of parking spaces may be reduced on a 1/1 ratio for permit parking spaces and leased spaces in a public parking area within 500 feet of the building to be served. The termination of such a permit or lease shall require replacement of the parking spaces so reduced.
- (5) **Use of public right-of-way.**
 - A. The required number of off-street parking spaces for a specific use may be reduced in recognition of the number of available on-street parking spaces on a curbed street abutting the property.
 - B. Parking is prohibited on the treelawn portion of the right-of-way except where permitted by sign.

(d) **Requirements.** The number of required off-street parking spaces shall be provided by a property owner according to the following schedule. **All requirements are minimum unless otherwise noted.**

Residential	1 per dwelling unit*
Specialized Housing	
Adult foster care home	1 per three residents
Child care center	1 per ten children
Residential care and treatment facilities	1 per three beds
Independent living	1 per unit
Institutions	
High schools, colleges	3 per 10 students
All other schools	1.5 per classroom
Places of worship	1 per 4 seats in main area of worship
Hospitals	1 per 400 square feet gross floor area
Governmental offices, post offices	1 per 400 square feet
Auditoriums (excluding schools)	1 per 3 seats
Commercial	
Office, financial institutions, retail (Max. 1 per 150 sq. feet)	1 per 350 square feet gross floor area
Medical office (Max. 1 per 150 sq. feet)	1 per 300 square feet gross floor area
Furniture, antique and bicycle shops	1 per 850 square feet gross floor area
Theaters	1 per 3 seats
Restaurants <i>Family</i>	0.4 per seat (alt. 2 for every 5 seats)
<i>Fine / Banquet Halls/ Fast Food</i>	0.7 per seat (alt. 3 for every 4 seats)
Lodging facilities	1 per room or suite
Marinas	1 per boat slip
Grocery, hardware /all other uses	1 per 325 square feet gross floor area
Industrial	
Office	1 per 350 square feet gross floor area
Assembly/ Warehouse/Manufacturing	1 per 600 square feet gross floor area

* *No parking is required for Accessory Dwelling Units*

- **Uses not listed.** Any use not specifically addressed or referred to in this list shall have parking requirements determined by the Planning Director.
- **Fractional spaces.** When units of measurement determining the number of required parking spaces result in a fractional space, any fraction up to and including one-half shall be disregarded and fractions over one-half shall require one parking space.
- **Bicycle rack.** In all except R- districts, one on-site bicycle rack accommodating four bicycles may replace no more than one motor vehicle parking space.

- **Multiple uses.** Where a building has a multiple use occupancy of any two or more residential, commercial, office or industrial uses, the parking required shall be computed on the basis of the gross floor area in each use.
 - **Upper story dwellings.** Additional parking is not required for upper story dwellings above a first floor commercial or office use in a C-1, C-2, C-3 or H-1 district, however, any parking area supplied shall conform to the provisions of this Code.
 - **Buildings less than 500 square feet gross floor area** for non-residential uses are exempt from parking space requirements.
- (e) **Parking exception.** The Planning Director may grant a parking exception which reduces parking space requirements or location requirements of this Zoning Code, if it has been clearly demonstrated that the provisions of full parking or location requirements are unnecessary or that such requirements would create a practical difficulty with the use of the lot, as contrasted with merely granting an advantage or convenience. Storage areas, other than warehousing space, deemed by the Planning Director to be impractical for the other occupancies, shall require no off-street parking.
- (f) **Limitations on use of parking areas.**
- (1) The required parking area shall be used solely for the parking of private passenger vehicles or vehicles used in the business operation.
 - (2) No commercial repair work or service of any kind, and no sale, display or storage of new or used vehicles which are not for the use of the occupant, employees and patrons, shall be conducted in such required parking area.
 - (3) A parking area in an R-district for a residential use shall be restricted to the use of its owner or lessee and under no circumstances shall such facility be used for a non-residential use or in conjunction with any non-residential use, including the provision of access to a non-residential use or the storage of snow removed from non-residential property or use.
 - (4) No truck, trailer or other vehicle having an auxiliary refrigeration unit shall be parked overnight within 150 feet of any residence district while the refrigeration unit is in operation.
- (g) **Design and construction standards.** The following standards for off-street parking areas apply to all uses in all districts except as specifically noted:
- (1) **Layout.** Off-street parking areas shall be designed, constructed, and maintained as follows and in accordance with the standards set forth in the table and drawing following the text of this Chapter.
 - A. All maneuvering lanes shall permit only one-way traffic movements, with the exception of the 90 degree pattern where two-way traffic may be permitted.
 - B. Each parking space shall have direct unimpeded access to a maneuvering lane and dead-end maneuvering lanes shall be permitted only with the 90 degree pattern where the maneuvering lane has been extended by a minimum of four feet beyond the last parking space to create a back-up area for exiting vehicles.
 - C. Maneuvering lanes shall not be located within a required setback. A driveway may cross a setback from the street to the parking area.
 - D. Stacking of parking spaces may be allowed by the Planning Director for

employee parking only.

(2) **Surfacing.**

- A. All parking areas, other than for a single or two-family residential use, shall be paved with concrete, bituminous asphalt, perforated concrete, brick or other permanent equal as approved by the City Engineer.
- B. Any parking area for single or two-family residential use shall, at a minimum, be surfaced and the area clearly defined with gravel, crushed stone, concrete, asphalt, brick or equal material, and be maintained substantially free of dust, mud and standing water.
- C. All parking spaces other than for single and two-family residential use shall be striped with suitable paint, reflective tape or other approved contrasting material which is applied upon or as an integral part of the pavement.

(3) **Curb Types.** All parking areas except those for single and two family dwellings shall have permanent 4 inch minimum high granite, concrete curb or concrete curb and gutter to channel the flow of vehicular traffic, define and contain parking, protect landscaped areas and individual trees and to define and separate pedestrian travelways in the interest of safety and efficient parking area utilization. In the Industrial District, curbing is required only for that portion of a parking area including the approach driveways and parking lot facing the street. See Appendix 2, Figure 1-7. All landscaped islands shall be protected from vehicular encroachment by curbing, however limited areas of the curb may be lowered to parking area grade, as approved by the City Engineer to accommodate the secondary use of landscape areas for the retention of storm-water runoff and snow storage. The Planning Director may approve variations from strict compliance with the curbing requirements when the applicant can provide an alternative design that is equal to or superior in its ability to channel the flow of vehicular traffic, define and contain parking, protect landscaped areas and individual trees and to define and separate pedestrian travelways.

(4) **Storm-Water Management.** All parking areas shall provide for storm water management pursuant to Traverse City Code Chapter 1068, *Groundwater Protection and Stormwater Runoff Control*.

(5) **Screening.** Screening shall be provided pursuant to Traverse City Code Chapter 1372, *Landscaping*.

(Ord. 476. Passed 7-6-99. Ord. 537. Passed 6-4-01. Ord. 540. Passed 7-16-01. Ord. 536. Passed 6-4-01. Ord. 569. Passed 7-1-02. Ord. 575. Passed 8-19-02. Ord. 766. Passed 7-2-07. Ord. 923. Passed 10-3-11. Ord 967. Passed. 6-3-13. Ord 1018. Passed 4-6-15.)

1374.04 DRIVEWAYS AND ACCESS REQUIREMENTS.

- (a) **Intent.** It is the intent of this section to regulate the number, location and spacing of driveway entrances to public streets from private property and to encourage the joint use of driveways and alternative access ways wherever possible so as to minimize the frequency of traffic conflict points, increase safety and protect the traffic carrying capacity of arterial and collector streets.

- (b) **Restrictions.** After the effective date of this Zoning Code:

- (1) No new driveways are permitted on a new primary arterial or new collector street.

- (2) No new driveways are permitted from streets in the C-4 District, except to service parking areas on properties that do not have access to an alley provided the standards in Section 1346.01 are met.
- (3) A service driveway for a dumpster(s) in the C-4 District with a minimum capacity of 3 cubic yards is allowed provided the property does not have access to an alley. The driveway width shall not exceed 10 feet.
- (4) For a single or two-family residential use, parcels without alley access are limited to one driveway opening per parcel.
- (c) **Minimum spacing regulations.** The following minimum driveway spacing requirements shall apply to arterial and collector streets in all districts. Driveways located in proximity to another driveway on the same side of the street shall not be closer than the linear footage established by the following:

<u>Street Type</u>	<u>Alternate Access Available</u>	<u>No Alternate Access Available</u>
Arterial	200 feet	100 feet
Collector	200 feet	100 feet

- (d) **Minimum distance from street intersections.** Driveways shall not be located nearer to street intersections than established by the following. Minimum spacing is measured along the street curblin and is determined by the linear footage from the end of the intersection curb radius to the end of the driveway curb radius

If a driveway enters a street classified as:	And the intersecting street is classified as:	Minimum spacing for driveways entering a lane approaching the intersection (feet):	Minimum spacing for driveways entering a lane leaving the intersection (feet):
Access	Access, collector or arterial	15	15
Collector	Access, collector or arterial	50	50
Arterial	Access	50	50
Arterial	Collector	50	50
Arterial	Arterial	50	50

- (e) **Exceptions.** In all districts:
 - (1) **Improvement and enlargement of existing buildings and sites.**
 - A. A building or site existing at the time of adoption of this Zoning Code having driveway access which does not meet the requirements set forth in subsection (c) hereof may be improved, enlarged or structurally altered, provided no additional driveways are constructed.
 - B. A building that is replaced or enlarged or a site which is altered to an extent more than twenty percent of its value, as determined for tax assessment purposes, must comply fully with these public street access regulations.
 - (2) **Residential lots.** Any residential building or driveway constructed after the effective date of this zoning code which has access to a maintained alley shall not have access to a street nor shall a parking area be located in the front yard. For parcels having alley access, the parking of a boat, motor home, camper, utility

trailer or other recreational vehicle is limited to the rear yard.

- (3) **Further exceptions.** Further exceptions to driveway minimum spacing regulations in paragraphs (c) and (d) hereof may be granted upon approval of the City Engineer. The distance requirement may be reduced by no more than 50 percent if the City Engineer determines that the requested exception, along with possible additional exceptions in the same area, will meet the following findings:
- A. The character of the street or neighborhood shall not be diminished or negatively impacted.
 - B. It is necessary for reasonable use of the lot.
 - C. It shall not contravene the intent and purpose of this Zoning Code.
 - D. It meets other conditions the City Engineer may specify regarding the health and safety aspects of the exception.
- (f) **Design standards for single or two-family uses.** The minimum width of a driveway measured at the throat is 8 feet and the maximum width is 16 feet on all streets or private streets for single or two-family uses. A parking area and driveway width in the front yard shall be the lessor of 40% of the lot width or 32 feet.
- (g) **Design standards for all other uses.** For all other uses:
- (1) **Minimum angle to street.** The minimum angle of the driveway to the street shall be 60 degrees.
 - (2) **Maximum width at throat.**
 - A. The maximum width of a driveway measured at the throat shall be 24 feet on arterial and collector streets.
 - B. The maximum width of a drive measured at the throat on all other streets shall be 20 feet.
 - C. Such width may be increased upon approval of the City Engineer to a maximum of 32 feet on major streets so designated under the Major streets Plan pursuant to 1951 Public Act 51.
- (h) **Backing into streets or alleys.** Except for one and two-family dwellings located in districts other than the C-4 District, backing from a private parking area directly into a street or private street is prohibited. Under certain circumstances described in this chapter backing into an alley is permitted for all uses.

(Ord. 766. Passed 7-2-07. Ord. 794. Passed 4-7-08. Ord. 826. Passed 2-2-09.)

1374.05 DELIVERY TRUCK LOADING REQUIREMENTS.

- (a) **Purpose.** It is the intent of these regulations that the necessary loading and unloading of motor vehicles shall not unduly interfere with the use of public streets and alleys, and that every use which customarily receives or distributes goods by motor vehicles shall provide for the on-site storage and handling of such motor vehicles.
- (b) **Parking Spaces for Carriers.** Except in the C-4 districts where the provisions of this section would be impractical, uses which customarily receive or distribute goods by motor vehicle shall provide, on the premises, in addition to the off-street parking required, sufficient space for that number of carrier vehicles that will be at the premises at the same time on an average day.
- (c) **Design and Construction Requirements.** Except in the C-4 districts where the provisions of this section would be impractical, there shall be provided off-street, on-site space adequate for the standing, docking, loading, maneuvering and unloading of motor

vehicles. This area shall not substantially interfere with required off-street parking areas, and shall be designed as follows:

- (1) **Access and maneuvering.** Access to a truck standing, loading and unloading space or berth shall be arranged as to provide sufficient off-street maneuvering space without utilizing such street and alley for this purpose.
- (2) **Loading docks and berths; location and screening.** Loading docks shall be located so as not to be visible from a public street or from any R-district. Where any loading space or berth adjoins or is visible from a public street or R-District, there shall be provided a masonry wall not less than six feet in height and a landscape area providing at least one canopy tree to provide screening to a height of 14 feet within five years of installation, between such street or R-district and the loading space.
- (3) **Development requirements.** Off-street loading spaces and access drives shall be paved and shall conform to all drainage and lighting requirements of this Code.
- (d) **Exception.** The Planning Director may grant an exception which changes the loading requirements of this Zoning Code if it has been clearly demonstrated that the provision of loading facilities is unnecessary or that such requirements would create a practical difficulty with the use of the lot, as contrasted with merely granting an advantage or convenience.

(Ord. 987. Passed 1-6-14)

1374.06 DRIVE-THROUGH STANDARDS.

Purpose: The regulations of this chapter are intended to allow for drive-through facilities by reducing the negative impacts they may create. Of special concern are noise from idling cars and voice amplification equipment, and queued traffic interfering with off-site traffic and pedestrian flow. The specific purposes of this chapter are to:

- Reduce noise and visual impacts on abutting uses, particularly residential uses.
- Promote safer and more efficient on-site vehicular and pedestrian circulation.
- Reduce conflicts between queued vehicles and traffic on adjacent streets.

Standards for all drive-through facilities are as follows:

- (a) The service lanes shall provide sufficient space so that motor vehicles will not impede the circulation of pedestrians, cyclists, and motorists.
- (b) Provisions shall be made to safely accommodate customers without motor vehicles at any time the drive-through operation is in service.
- (c) The drive-through facility shall be accessory to a full-service, indoor, on-site use.
- (d) The service lanes shall meet the landscape requirement of section 1372.04.
- (e) The service lanes shall not be located between the associated building and public street.
- (f) Regardless of the street classification, all driveways must be at least 50 feet from a street intersection.
- (g) When abutting R zoned land, drive-through facilities with outdoor speakers must document in advance the facility will meet the requirements of the noise control chapter.

(Ord. 476. Passed 7-6-99. Ord 529. Passed 4-2-01. Ord. 860. Passed 2-16-10.)

CIRCULATION AND PARKING

Circulation and Parking		1374.03(g)(l)				PARKING LAYOUT STANDARDS	
PARKING ANGLE (DEGREES)	MINIMUM MANEUVERING LANE WIDTH (FEET)	PARKING LANE WIDTH (FEET)	PARKING SPACE LENGTH (FEET)	TOTAL MINIMUM WIDTH OF 1 TIER PLUS MANEUVERING LANE (FEET)	TOTAL MINIMUM WIDTH OF 2 TIER PLUS MANEUVERING LANE (FEET)		
0	12	8	20	20	28		
30	12	8	18	30	48		
45	14	8	18	32	50		
60	16	8	18	34	52		
75	18	8	18	36	54		
90	20	8	18	38	56		

