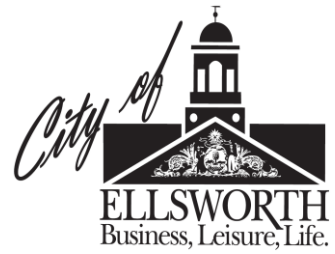


**City of Ellsworth  
Chapter 56  
Unified Development Ordinance**

**Article 11  
Parking Standards**

Amended August 20, 2012

Amended November 20, 2023



## ARTICLE 11 PARKING STANDARDS

### 1100 PURPOSE AND APPLICABILITY

**1100.1 Purpose.** The purpose of this Article is to ensure a minimum level of off-street parking to avoid congestion on surrounding streets while avoiding excessive parking and driving up the cost of development. This article also regulates loading space, traffic circulation, and pedestrian access.

**1100.2 Applicability.** This Article shall apply to new and existing development as follows:

- A. **Single and Two-Family Dwellings** are exempt from this Article with the exception of mobile homes in mobile home parks per **Article 8 Performance Standards 819.18**.
- B. **Existing Developments** are exempt from this Article unless the development is physically expanded or changed resulting in more intensive parking needs per **Section 1105.1** or unless the existing parking supply is reduced per **section E** below.
- C. **Development Expansion.** When a development, with a non-compliant number of parking spaces is expanded, additional parking spaces shall be provided only for the area of expansion in conformance with **Table 1105.1**, except as specifically noted in **Section 1102.1** for Downtown Parking.
- D. **Change of Use Requiring More Parking Spaces.** When the use of a development is changed to another use that requires more parking spaces or, if the development is vacant, the use that existed immediately prior to such vacancy, parking spaces shall be provided for the proposed use in the amount necessary to conform to this Article, except as specifically noted in **Section 1102.1 for Downtown Parking**.
- E. **Change of Use Requiring Fewer Parking Spaces.** When the use of a development is changed to another use that requires fewer parking spaces per **Section 1106**, the proposed change of use is a permissible change to a non-conforming parking situation provided that parking space requirements will be met to the greatest extent possible.
- F. **Parking Lot Expansion.** If an off-street parking lot is being expanded, only the new portion of the parking lot must conform to this Article unless there are safety issues related to, queuing, egress/ingress, internal vehicular circulation, and loading. In such case, the Administrator may require that part of or the entire existing parking lot be brought into compliance with this Article.

## 1101 GENERAL PROVISIONS

**1101.1 Prohibited Use of Parking.** Parking that is required for a specific use shall not be dedicated to other uses, including commercial parking or be utilized for non-parking uses.

**1101.2 Ingress and Egress.** All access to parking lots and loading areas from an accessway shall be designed to ensure the smooth and safe circulation of vehicles to and from the accessway, per **Article 9 - Street Design and Construction Standards section 901..**

**1101.3 Backing Out of Vehicles into Road.** In general, parking and loading areas shall be provided in a manner that does not require the backing out of vehicles onto a road.

### **1101.4 Off-site Parking Lots.**

- A. **Satellite Parking.** If required parking cannot be entirely located on the same lot as the use which it serves, then parking may be located within reasonable walking distance of the entrance to the use as satellite parking. The acceptable walking distance between the satellite parking and the use it serves depends on the type of land use and the type of users. The Administrator shall determine whether the satellite parking is convenient, safe, and accessible at the location proposed, based on the quality of the pedestrian environment including, but not limited to, sidewalks, crosswalks, topography, lighting, line of site (longer distance are acceptable if people can see their destination), and pedestrian barriers found along the way such as, but not limited to, crossing busy traffic.
- B. **Valet parking** or other comparable service shall be provided for satellite parking located beyond what the Administrator determines to be a reasonable walking distance.

**1101.5 Parking Lot Location.** In pedestrian-oriented areas, highly visible areas, and/or in the Commerce Park (CP) of the City of Ellsworth, developers shall strive to locate parking away from the front yard of the use it serves. These areas are: 1) Ellsworth Downtown Area, 2) along high traffic areas in the Urban Core such as, but not limited, to State-owned roads and the Beechland Road, 3) along State-owned roads within the Growth Area, and 4) the BTP.

**1101.6 Lease Records.** Parking not in the same ownership for the use which it serves shall be under a written use agreement. To avoid the possibility of owner “double leasing” spaces, lease records and agreements shall be provided to the City Planner or designee. To allow for coordination between leases, all leases shall have an opt-out provision on December 31 of each year.

**1101.7 Structured Parking.** All garages or other structured space allocated for the parking of vehicles may be considered part of the required parking.

**1101.8 Layout and Design.** Parking shall be arranged and marked to provide for orderly and safe loading/unloading and parking. For parking located within the Ellsworth Urban Core Area, individual parking spaces shall be clearly defined and directional arrows and traffic signs shall be provided as necessary for traffic control.

**1101.9 Recreational Vehicle and Oversize Parking.** The Administrator may require that some developments provide designated parking spaces for R.V. campers and other oversized passenger vehicles. These spaces cannot be substituted for regular or passenger car spaces.

**1101.10 Handicapped Parking.** All handicap parking spaces must be provided in accordance with the most current state and federal regulations.

**1101.11 Snow Storage.** The parking lot design shall provide an adequately sized location for snow storage.

**1101.12 Parking Lot Setback.** *RESERVED*

## **1102 DOWNTOWN PROVISIONS**

The City of Ellsworth parking provisions for the Downtown Areas aim to support the vitality and appearance of the Ellsworth Downtown. They are prescribed according to three sub-areas known as Downtown A, B and C per the City of Ellsworth Downtown Parking Sectors Map. Development shall provide parking, to a minimum, per the requirements of the Downtown sub-area it is in, even if such parking is provided in a different area than the use it serves.

### **1102.1 Downtown A.**

A. **Area.** Downtown A consists of a portion of Main Street and the abutting areas typified by parking constraints consistent with the distinctive historic construction patterns with structures built to, or very close to, property lines. This type of intense lot coverage makes the addition of on-site parking difficult and may have a negative impact on the historic character of the neighborhood.

#### **B. Requirements.**

- i. A change of use taking place within the confines of a building shall not require more parking than required for the use existing immediately prior to such change unless there is a cumulative addition of GFA such as, but not limited to, an entry way, shed, or the use of a rooftop and/or there are 10 or more employees added on the day shift.
- ii. The creation of additional GFA will require parking to be created at a flat rate of 3 parking spaces per 1,000 square feet of GFA, 1 space per dwelling unit, and 0.8 parking spaces for every additional employee over 9 new employees on the day shift.

- iii. A change of use without the creation of additional square footage but resulting in the creation of 10 or more jobs will require 0.8 parking spaces for every additional employee over 9 new employees on the day shift.
- C. **Parking Reduction** per **section 1105**, shall not apply for Downtown A.
- D. **Private Parking, Provided as Free Public Parking**, shall supply parking consistent with **Section 1102.1.B.i and Section 1102.1.B.ii** with the exception that the flat rate will be reduced to 2 parking spaces per 1,000 square feet of GFA.
- E. **Satellite Parking** serving Downtown A, shall be located within reasonable walking distance of the use it is serving, **per Section 1101.4.A** and be well signed per **Section F** below.
- F. **Signing of Free Public Parking**. Way-finding signs, consistent with municipal signage design, should clearly indicate where free public parking is available. The signs should be placed in key locations such as, but not limited to, at the business, at the street access point, and inside the lot.
- G. **Loss of On-site Parking Spaces** in Downtown A, to a structure expansion for example, shall be re-created at a 1:1 ratio (cannot benefit from any of the above parking reduction provisions) and shall be within reasonable walking distance of Downtown A, per **Section 1101.4.A**.
- H. **Parking Earmarked for Dwelling Units** must be posted as reserved.
- I. **Leasing of Parking** existing at the time of the adoption of this Article is prohibited in Downtown A.
- J. **Commercial Parking Lots** are prohibited in Downtown A.

## 1102.2 Downtown B.

- A. **Area**. Downtown B encompasses the area located around Downtown A. For the most part this area is typified by sufficient onsite parking.
- B. **New Use or a Change of Use** shall be subject to the parking requirements **in Section 1105**.
- C. **Private Parking, Provided as Free Public Parking**, shall supply parking consistent with **Section 1105** with a 25% benefit reduction.
- D. **Satellite Parking** serving Downtown B, shall be located within reasonable walking distance of the use it is serving, per **Section 1101.4.A** and be well signed per **Section E** below.
- E. **Signing of Free Public Parking**. Way-finding signs, consistent with municipal signage design, should clearly indicate where free public parking is available. The signs should be placed in key locations such as, but not limited to, at the business, at the street access point, and inside the lot.
- F. **Parking Earmarked for Dwelling Units** must be posted as reserved.

- G. **Leasing of Parking** existing at the time of the adoption of this Article is allowed.
- H. **Commercial Parking Lots** are allowed.
- I. **Existing Parking** (in existence at the time of the adoption of this Article) can benefit from the above parking reduction provisions.

### 1102.3 Downtown C.

- A. **Area.** Downtown C encompasses the area outside Downtown A and B and it is typified by having, in general, adequate parking.
- B. **New Use or a Change of Use** shall be subject to the parking requirements in **Section 1105.1.**
- C. **Private Parking, Provided as Free Public Parking,** shall supply parking consistent with **Section 1105** with a 20% benefit reduction.
- D. **Satellite Parking** serving Downtown C, shall be located within reasonable walking distance of the use it is serving, per **Section 1101.4.A** and be well signed per **Section E** below.
- E. **Signing of Free Public Parking.** Way-finding signs, consistent with municipal signage design, should clearly indicate where free public parking is available. The signs should be placed in key locations such as, but not limited to, at the business, at the street access point, and inside the lot.
- F. **Parking Earmarked for Dwelling Units** must be posted as reserved.
- G. **Leasing of Parking** existing at the time of the adoption of this Article is allowed.
- H. **Commercial Parking Lots** are allowed.
- I. **Existing Parking** (in existence at the time of the adoption of this Article) can benefit from the above parking reduction provisions.

## 1103 ACCESS AND CIRCULATION

- 1103.1 **Interconnection.** Developers shall strive to interconnect adjacent commercial uses unless it is determined by the administrator that it is unsafe, that physical barriers exist, or that it will result in an adverse traffic impact. Developments that provide for shared access to commercial uses shall benefit from a 5% reduction in parking and developments that provide cross access between commercial uses shall benefit 5% reduction in parking. The total maximum combined reduction in parking shall not exceed 7%. The administrator shall determine that the reduction(s) will not result in insufficient parking.
- 1103.2 **Access.** Each parking lot shall be connected to a street or right-of-way via an accessway meeting **Article 9 - Street Design and Construction Standards.**
- 1103.3 **Walkways.** Safe pedestrian routes shall be provided in off-street parking lots.

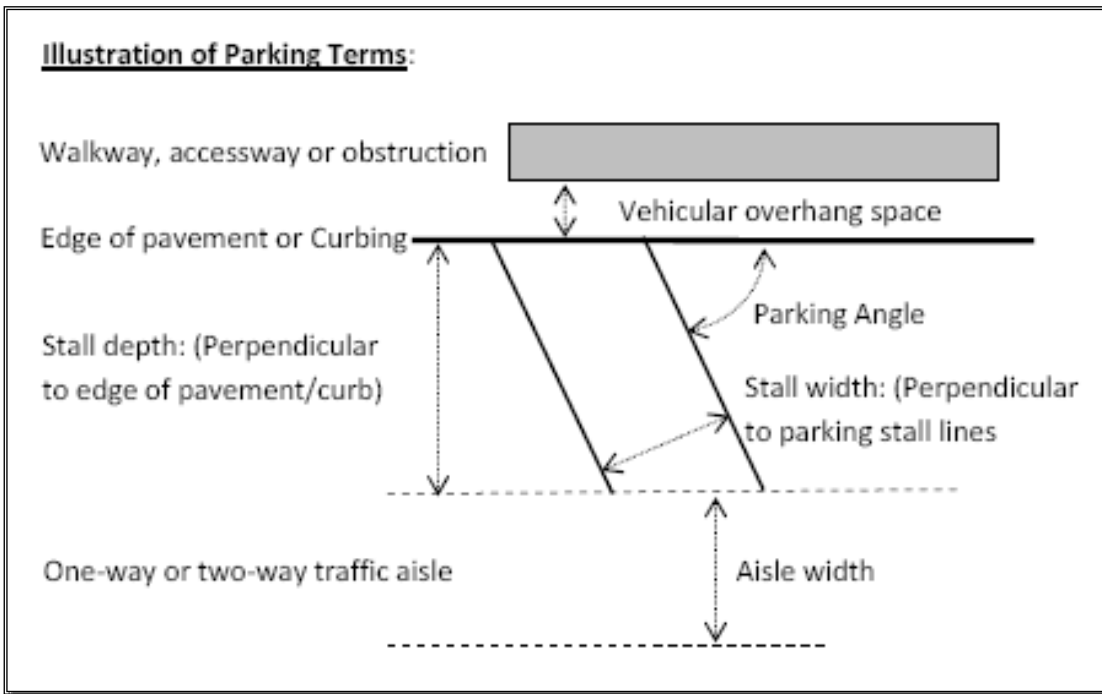
**1103.4 Separation of Street from Parking Spaces.** Accesses, walkways, sidewalks and other public rights-of-way shall be protected from vehicular overhang by wheel stops, curbs, or other method approved by the Administrator.

**1104 PARKING SPACE DIMENSIONS**

Parking shall be designed in conformance with the dimensions presented in adjacent Table 1104 Off-Parking Standards and the illustration below.

Table 1104 Off-street Parking Standards				
Parking Angle	Stall Width	Stall Depth*	One-Way Aisle Width	Two-Way Aisle Width
0° (parallel)	9.0'	23.0'	12.0'	20.0'
45°	10.0'	18.5'	16.0'	22.0'
60°	10.0'	18.5'	18.0'	22.0'
75°	10.0'	18.5'	18.0'	22.0'
90°	9.0'	18.5'	20.0'	24.0'

\* If a parking lot is designed with a 6-inch curb, then the minimum stall depth may be reduced by 1.5 feet for angled parking and 2 feet for 90° parking, as long as it complies with 1104.4 Separation of Street from Parking Space above.



**1105 SCHEDULE OF OFF-STREET PARKING REQUIREMENTS**

**1105.1 Minimum Amount.** The minimum amount of required off-street parking spaces shall be determined in accordance with Table 1105.1 Parking Requirements.:

<b>Table 1105.1 PARKING REQUIREMENTS</b>	
<b>LAND USE</b>	<b>NUMBER OF SPACES</b>
<b>RESIDENTIAL/LODGING</b>	
<p><b>Hotel</b> place of lodging that provide sleeping accommodations and supporting facilities such as restaurants, cocktails lounges, limited recreational facilities (pool and fitness room) and/or retail and service shops, and meeting and banquet rooms able to accommodate a maximum of 200 people.</p> <p><b>Hotel</b> with meeting space and banquet rooms able to accommodate more than 200 people.</p>	<p>1.31 spaces/room, plus 0.2 employee spaces/ sleeping room</p> <p>1.31 spaces/room, plus 0.2 employee spaces/ sleeping room, plus 15 spaces/1,000 SF GFA for all meeting space /banquet/convention space.</p>
<p><b>Business Hotel</b> – place of lodging aimed toward the business traveler. These hotels provide sleeping accommodations and other limited facilities, such as a breakfast buffet bar and afternoon beverage bar (no lunch or dinner is server and no meeting facilities are provided). Each unit is a large single room. Business hotels provide very few or none of the supporting facilities provided at hotels; and <b>Motel</b> – place of lodging that provide accommodations and often a restaurant. Motels generally offer free on-site parking and provide little or no meeting space and few (if any supporting facilities. Exterior corridors accessing rooms – immediately adjacent to a parking lot – commonly characterize motels.</p>	<p>1 space/room, plus 0.2 employee spaces/ sleeping room</p>
<b>Bed &amp;Breakfast and Inn</b>	1 space/room, plus 2 spaces
<b>Campsite</b>	1 space/site
<b>Condominiums</b>	2 spaces/dwelling unit
<b>Multi-Family</b> – 3 or more units	1.5 spaces/dwelling
<b>Mobile Home</b>	2 spaces/dwelling unit
<b>Boarding House</b>	1 space/room, plus 2 spaces
<b>Senior Housing , Congregate Facility, Nursing Home, and Assisted Living Facility</b>	1.2 spaces/unit
<b>Homeless Shelter</b>	1.5 spaces /1,000 SF GFA plus 2 spaces for staff



<b>Table 1105.1 continued - INSTITUTIONAL, SOCIAL &amp; PUBLIC SERVICES/FACILITIES</b>	
<b>Day Care</b>	0.25 spaces/student
<b>Elementary and Middle School</b>	0.25 spaces/student
<b>High School</b>	0.85 space/employee, and 0.4 space per student
<b>Assembly, Theaters, Auditoriums</b>	0.33 spaces/seat
<b>Convention Center, Ballrooms, Banquet Center</b>	0.33 spaces/seat, plus 1 space per employee
<b>Hospital:</b> Any institution where medical or surgical care and overnight accommodations are provided to non-ambulatory and ambulatory patients, as part of a campus setting. The term hospital includes medical clinics (facilities that provide diagnoses and outpatient care).	2 spaces/1,000SF GFA plus 1 space/employee including visiting staff doctors
<b>COMMERCIAL/INDUSTRIAL USES</b>	
<b>Industrial, manufacturing, warehousing, wholesale</b>	0.83 spaces/employee on maximum shift, plus 1 space per vehicle customarily used in operation of the use or stored on the premises.
<b>Medical/Dental Clinic</b>	2.2 spaces/exam room plus 1 space/employee
<b>Automobile repair and gasoline stations</b>	1 space/350 SF or 6 spaces minimum
<b>Barber, beauty, nail and tanning shops</b>	1.75 spaces/chair plus 1 space/employee
<b>Animal Hospital</b>	3 spaces/1,000 sq. ft. GFA
<b>Retail Store and Service Businesses</b>	3.6 spaces/1,000 sq. ft. GFA
<b>Motor Vehicles, ATV, and Boat Sales</b>	2 spaces/employee
<b>Furniture and Carpet Stores</b>	2.5 spaces/ 1,000 sq. ft. GFA
<b>Video Rental Store</b>	2.5 spaces/1,000 sq. ft. GFA or 5 spaces minimum, whatever is greater
<b>Professional Office</b>	3 spaces/1,000 sq. ft. GFA
<b>Convention Center</b>	0.33 spaces/seat plus 0.8 space/employee
<b>Bank</b>	5 spaces/1,000 sq. ft. GFA
<b>Restaurants, eating/drinking establishments</b>	0.25 spaces/seat, plus 1 space per employee
<b>Fast Food restaurant</b>	0.5 space/seat, plus 0.68 spaces/employee

**1105.2 Uses Not Cited.** If a development does not have a prescribed parking requirement, as listed in **Table 1105.1** Parking Requirements above, and it is determined by the Administrator that the development cannot be fairly compared to a use in the above **table**, then the parking requirement for the development shall be determined, by the Administrator with guidance from the City Planner or designee. The applicant shall provide adequate information by which the proposal can be reviewed, which includes but may not necessarily be limited to the following: 1) types of uses; 2) number of employees; 3) building design capacity; 4) square feet of sales area; 5) parking spaces proposed on site; 6) parking spaces provided elsewhere; and 7) hours of operation.

**1105.3 Unit of Measurement.** The following measurement units shall be used when determining the required number of parking space.

- A. **Gross Floor Area** of buildings (GFA), as defined.
- B. **Bench Seating:** In calculating bench seating for places of assembly, each 24 inches of benches, pew or other such seating, shall be counted as one seat.
- C. **Stacking spaces:** Each required drive-through waiting or stacking spaces shall be a minimum of 24 feet long and 9 feet wide.
- D. **Fractional Spaces.** When calculations for determining the required number of parking spaced results in a fractional space, any fraction of less than one-half may be disregarded, while a fraction of one-half or more shall be counted as one space.
- E. **Employee Parking.** Parking spaces required for employees shall be based on the maximum number of employees on the premises at any one time. The overlap in shift change is not taken into account.

**1105.4 Adjustment and Reduction.**

- A. **Parking Deferral.** Where the Administrator finds that the required amount of parking is excessive or there is uncertainty of how much space the use might require, the Administrator may approve a reduction in parking spaces of up to 25%, provided that the land area needed to meet the full requirement is retained. The site plan shall note the area where parking is being deferred with a dotted lot layout. If within a two-year period following issuance of a Certificate of Occupancy the Administrator determines, based on observed usage that the deferred parking is needed, then such parking shall be constructed by the applicant within 12 months of being informed of such request in writing by the Administrator. The Administrator may require the posting of a performance bond or other assurance to cover the estimated construction cost of the deferred parking with a refund or a release in two years if the additional parking is not found to be necessary.
- B. **Limits on Excessive Parking.** In order to minimize excessive areas of pavement which depreciate aesthetic standards and contribute to high rates of stormwater runoff, exceeding the minimum parking space requirement by up to 25% shall only be allowed with approval by the Administrator. In granting the additional parking spaces, the Administrator shall determine that such parking is required, based on documented evidence, to accommodate the use on a typical day not a peak period demand.
- C. **Overflow Parking.** Any request to exceed the minimum parking space requirements from 25.1% to 38% shall be considered overflow parking and shall comply with the process established in **Section B** above and shall be constructed in a manner that returns surface water to the ground (pervious surfacing).
- D. **Shared Parking Reduction.** The Administrator may consider a reduction in the number of parking required for a mixed-use building or when two or more uses share parking because of dissimilar peak time parking demands, as calculated using 1105.4 Shared Parking Reduction Schedule. Parking reduction shall not apply to uses in Downtown A or for mixed-uses that are expressly listed in 1105.1 Parking Requirement Table.

A reduction in the number of parking spaces is computed by multiplying the minimum amount of parking normally required for each land use by the appropriate percentage as shown in section 1105.4 Shared Parking Reduction Schedule for each of the five time periods shown. The number of parking spaces required is determined by totaling the resulting numbers in each column; the column total that generates the highest number of parking spaces then becomes the parking requirement.

<b>Table 1105.4 Shared Parking Reduction Schedule</b>						
Type of Use	Total Required Spaces w/out Reduction	Parking Reduction				
		Weekday		Weekend		
		Daytime (6 am-6 pm)	Evening (6 pm-midnight)	Daytime (6 am-6 pm)	Evening (6 am-midnight)	Nighttime (Midnight-6 am)
Office/Professional Services		100%	10%	10%	5%	5%
Industrial		100%	10%	10%	5%	5%
Food Sales and Service/Restaurant		50%	100%	100%	100%	10%
Retail		60%	90%	100%	70%	5%
Hotel, Motel, Inn		75%	100%	75%	100%	75%
Indoor/Legitimate Theater, Comm. Rec. establishment		40%	100%	80%	100%	10%
Meeting Center		50%	100%	100%	100%	10%
Multi-family dwellings		50%	100%	100%	100%	100%
Places of Worship		10%	10%	100%	5%	5%
Other		100%	100%	100%	100%	100%
<b>TOTAL</b>						

**Example** –Two buildings are sharing one parking lot. Building #1 consists of a 2,020 SF of professional office space; 11,000 SF of retail; and a 62-seat restaurant with 6 staff. Building #2 consists of a 280-seat auditorium and a 300-seat church. This project would require 235 parking spaces.

Table 1105.4.A Shared Parking Reduction Schedule - example						
Type of Use	Total Required Spaces w/o Reduction	Parking Reduction				
		Weekday		Weekend		
		Daytime (6 am-6 pm)	Evening (6 pm-midnight)	Daytime (6 am-6 pm)	Evening (6 am-midnight)	Nighttime (Midnight-6 am)
Office/Professional Services	6	100%	10%	10%	5%	5%
		6	0.6	0.6	0.5	0.5
Industrial	0	100%	10%	10%	5%	5%
		0	0	0	0	0
Food Sales and Service/Restaurant	22	50%	100%	100%	100%	10%
		11	22	22	22	2.2
Retail	40	60%	90%	100%	70%	5%
		24	36	40	28	2
Hotel, Motel, Inn	0	75%	100%	75%	100%	75%
		0	0	0	0	0
Indoor/Legit Theater, Com Rec.	92	40%	100%	80%	100%	10%
		36.8	92	73.6	92	9.2
Meeting Center	0	50%	100%	100%	100%	10%
		0	0	0	0	0
Multi-family dwellings	0	50%	100%	100%	100%	100%
		0	0	0	0	0
Places of Worship	99	10%	10%	100%	5%	5%
		9.9	9.9	99	4.95	4.95
Other	0	100%	100%	100%	100%	100%
		0	0	0	0	0
<b>TOTAL</b>	<b>259</b>	<b>87.7</b>	<b>161</b>	<b>235.2</b>	<b>147</b>	<b>19</b>

## **1106     LOADING SPACE**

Loading facilities shall be located entirely on the same lot as the development it serves with the exception of the Downtown Area where there are, in the judgment of the Administrator, practical difficulties in satisfying the requirement for loading. Loading facilities or truck staging area shall not be allowed in the front yard or side yard. In cases where such facilities must be placed in the front yard or side yard, the use of a decorative concrete block screen wall, planting or mature plants and other such landscaping elements shall be required for screening.

## **1107 Affordable Housing Parking Bonus**

See Chapter 56, Article 8, Section 826.3 for Affordable Housing parking bonuses.

