

Chapter 3.3 - Vehicle and Bicycle Parking

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3.3.100 Purpose. The purpose of this section is to ensure adequate off street parking is provided by each land use in a manner that avoids street congestion, minimizes impacts on neighboring properties, increases vehicular and pedestrian safety, and promotes good aesthetic design to create and preserve an attractive community character.

3.3.200 Applicability

- A. New Structures.** When a structure is constructed, on-site vehicle and bicycle parking and loading spaces shall be provided in accordance with this chapter.
- B. Alteration of Existing Structures and Use.** When an existing use or structure is enlarged or expanded, additional parking to meet the requirements of this Chapter shall be provided for the enlarged or expanded portion only, while maintaining previously existing parking for that use.
- C. Change in Use.** No additional parking shall be required when an existing structure is changed from one use type to another and the vehicle and bicycle parking requirements for each use type are the same. When the change in use requires additional vehicle and/or bicycle spaces, additional parking and bicycle space shall be provided to compensate for the increased intensity of use.
- D. Exception to Parking Space Requirement in the Downtown Commercial District.** Properties that develop or that change uses in a manner that requires additional parking spaces to be provided may be excepted from adding additional vehicle parking spaces by the Community Development Director or designee if the public right of way adjacent to the subject site is already developed with curbs, sidewalks and parking.

3.3.300 General Provisions

- A.** The number of required off-street vehicle parking spaces shall be determined in accordance with the following standards. Off-street parking spaces may include spaces in garages, carports, parking lots, and/or driveways if vehicles are not parked in a vehicle travel lane (including emergency or fire access lanes), public right-of-way, pathway or landscape area.
- B. Downtown Parking District**
 - 1. Within the downtown commercial parking district the parking required for a specific

use or site may be provided on-street when located 100% adjacent to the development.

2. Within the parking district, the amount of off-street parking required shall be reduced by one off-street parking space for every on-street parking space adjacent to the development up to 100% of the required parking. On-street parking shall follow the established configuration of the City of Sisters existing on-street parking or be configured as required by the Public Works Director in accordance with the latest Transportation System Plan and Public Works Construction Standards. Acceptable on-street parking spaces shall include the following:
 - a. Parking space dimensions consistent with 3.3.400.L.
 - b. Curb space shall be 100% connected to the lot which contains the use;
 - c. Parking spaces shall not obstruct a required clear vision area, nor any other parking that violates any law or street standard;
 - d. On-street parking spaces credited for a specific use may not be used exclusively by that use, but shall be available for general public use at all times. No signs or actions limiting general public use of on-street spaces are permitted.

C. Fee-In-Lieu of Parking. A Parking Development Fee, as established by the City Council, may be paid per parking space in-lieu of providing the required off-street parking spaces for a project in the downtown parking district. All in-lieu parking fees shall be paid prior to the issuance of a building permit.

D. Floor Area. For the purpose of this chapter, " floor area" in the case of office, merchandising, restaurant or service types of uses means the gross floor area used or intended to be used by tenants, or for service to the public as customers, patrons, clients, or patients including areas occupied by fixtures and equipment used for display or sales of merchandise. It does not include areas used principally for non-public purposes, such as storage or restaurant kitchen facilities.

E. Maximum Parking. The number of parking spaces provided by any particular use in ground-level surface parking lots shall not exceed the following;

1. 1 to 10 required parking spaces shall not exceed 20% or a maximum of 3 parking spaces
2. 11 to 100 required parking spaces shall not exceed 20% maximum
3. More than 100 required parking spaces shall not exceed 10% maximum

Spaces provided on-street, or within the building footprint of structures, such as in rooftop parking, or under-structure parking, or in multi-level parking above or below surface lots, may not apply towards the maximum number of allowable spaces. Parking spaces provided through "shared parking" also do not apply toward the maximum number.

F. More Than One Use On a Site. If more than one type of land use occupies a single structure or parcel of land, the total requirements for off-street automobile parking

shall be the sum of the requirements for all uses, unless it can be shown that the peak parking demands are actually less (i.e., the uses operate on different days or at different times of the day). In that case, the total requirements shall be reduced accordingly.

- G.** Electric vehicle charging station spaces shall be allowed to be used in the computation of required off-street parking spaces provided, that the electric vehicle charging station(s) is accessory to the primary use of the property.
- H. Unspecified Uses.** Where a use is not specifically listed in this table, parking requirements shall be determined by finding that a use is similar to those listed in terms of parking needs. Similar uses shall be determined by the Community Development Director or designee.

Table 3.3.300.A – Minimum Required Parking by Use

Use Categories	Minimum Parking per Land Use (Fractions rounded down to the closest whole number) (See 3.3.300 D Floor Area)
Residential Categories	
Accessory dwelling	1 space per accessory dwelling unit
Residential units in Commercial Districts, Duplex, and Triplex	1.0 spaces per studio 1.0 spaces per 1 -bedroom unit 1.5 spaces per 2-bedroom unit 2.0 spaces per 3-bedroom unit
Multi-family (4 or more units)	1.0 space per studio 1.0 space per 1-bedroom unit 1.5 spaces per 2-bedroom unit 2.0 spaces per 3-bedroom unit
Manufactured Dwelling Park	2 spaces per manufactured home
Residential home/Residential facility, and other types of group homes	1 space per three persons for which sleeping facilities are provided, based on the maximum number of people to be accommodated
Single-family detached dwelling, manufactured dwelling, zero lot line dwelling and town home	2 spaces per dwelling unit
Commercial Categories	
Ambulance dispatch	1 space per 300 square feet of office floor area plus one space per 1,000 square feet garage/warehouse floor area
Ambulance service	3 spaces per emergency vehicle
Art gallery and studio	1 space per 500 square feet of floor area.

Bed and breakfast inn	1 space per rentable bedroom plus 1 space for owner/manager plus one space for an employee.
Bowling alleys	1 space per bowling lane plus 1 space for every 3 employees.
Building and landscape materials and construction and heavy equipment sales and rental	1 space per 400 square feet of office floor area plus 1 space per 500 square feet of indoor sales floor area plus 1 space per 2,000 square feet of warehouse or outdoor sales area.
Car Wash	2 spaces
Convenience store	2 spaces for employee parking, plus 1 space per 500 square feet of floor area
Drive -through facilities	No parking requirement if drive-through is in conjunction with a business. If not in conjunction with a business, then one space per employee is required.
Eating and drinking establishments	1 spaces per 200 square feet of floor area
Educational services, not a school (e.g., tutoring or similar services)	1 space per 500 square feet of floor area
Entertainment uses (e.g., theaters, clubs, amusement uses, etc.)	1 space per 4 fixed seats and 1 space per 350 square feet of floor area where there are no fixed seats.
Equipment rental	1 space per 400 square feet of office floor area plus 1 space per 500 square feet indoor display/storage floor area plus 1 space per 1,000 square feet of outdoor display/storage area
Furniture, furnishings and large appliance stores and services	1 space per 500 square feet of floor area.
Grocery stores	1 space per 350 square feet of floor area
Health Clubs, Gyms and spas	1 space per 350 square feet of floor area
Kennels	2 spaces
Laundry Services including dry cleaners, laundry mats and wholesale laundry	1 space per 500 square feet of floor area
Lodging (hotels, motels, inns).	1 space per rentable room plus 1 space for the manager.
Neighborhood market	1 space per 500 square feet of floor area
Offices (medical, dental, professional)	1 space per 400 square feet of floor area
Professional and personal services (barber shops/salons, banks and financial institutions, etc.)	1 space per 400 square feet of floor area
Recreation (indoor commercial)	1 space per 300 square feet of floor area
Recreation (outdoor commercial)	1 space per 2,000 square feet of floor area
Retail Sales Establishment	1 space per 400 square feet of floor area

Service stations	1 space for attendant booth plus two spaces per service bay plus one space per four fuel pumps
Small item repair services (e.g., jewelry, small appliances, shoes, etc.)	1 space per 400 square feet of floor area
Vehicle sales and rental	1 space per 400 square feet of office floor area, plus 1 space per 500 square feet of parts, indoor sales or services floor area, plus 1 space per 5,000 square feet of outdoor sales area
Vehicle servicing or vehicle repair	1 space per 500 square feet of floor area
Veterinary clinics	1 space per 400 square feet of floor area
Public and Institutional	
Community centers, assembly, concert halls, churches and places of worship, clubs, lodges and similar uses	1 space per four fixed seats and 1 space per 350 square feet of public assembly floor area where there are no fixed seats.
Daycare facility, adult or child daycare; does not include family daycare (16 or fewer children) under ORS 657A.250	1 drop-off space for every 10 children plus 1 space for each employee
Library, reading room and museum	1 space per 500 square feet of floor area.
Parks	None required except as required for ADA compliance
Recreational facilities (indoor)	1 space per 300 square feet of floor area
Schools	Kindergarten and preschool: two spaces per teacher Grade, elementary, middle, junior high schools: 2 spaces per classroom plus 1 space per 400 square feet of office, assembly or common floor area High schools, colleges, universities and trade schools: 6 spaces per classroom plus 1 space per 400 square feet of office, assembly or common floor area Colleges and universities: 1 space per 4 students and 1 space per 2 employees.
Industrial Categories	
Biotechnology	1 space per 400 square feet of floor area.
Broadcast and production studios/facilities	1 space per 400 square feet of floor area
Food and beverage packaging	1 space per 500 square feet of floor area: a minimum of 2 spaces
Fuel distribution and storage	1 space per 1,000 square feet of floor area: a minimum of 2 spaces.

Heavy manufacturing, assembly, and processing of raw materials and recycling	1 space per 400 square feet accessory office floor area plus 1 space per 500 square feet of manufacturing floor area, plus 1 space per 1,500 square feet of outdoor manufacturing floor area.
Light manufacturing, compounding, assembly, packaging, fabrication and repair (e.g., appliances, electronic, equipment, printing, furniture, signs and similar goods) with incidental sales associated with a permitted use.	
Medical and dental laboratories (Medical, analytical, research, testing)	1 space per 400 square feet of floor area
Research and development facilities	1 space per 400 square feet of office floor area or laboratory floor area, plus 1 space per 500 square feet of indoor assembly or fabrication floor area, plus 1 space per 1,500 square feet of outdoor work area or indoor warehouse floor area.
Self-service storage, mini-storage warehouse and vehicle, RV, equipment and boat storage service	2 spaces
Storage yard	1 space per 2,000 square feet
Transportation yards	1 space per 1,000 square feet of garage/warehouse floor area
Warehousing	1 space per 1,000 square feet of floor area

3.3.400 Standards for Off-Street Parking

- A. Tandem Parking.** Only in the case of single-family, townhomes and duplex structures tandem parking may be permitted and shall not overhang into the right-of-way.
- B. Pavement.** The parking area, aisles, and access drives shall be paved with asphalt, concrete or comparable surfacing so as to provide a durable, dustless surface and shall be so graded and drained as to dispose of surface water on-site. Properties located in the Light Industrial (LI) District shall refer to Chapter 2.6.
- C. Backing or Maneuvering of Vehicles.** Except for residential developments requiring less than four parking spaces, vehicular backing or maneuvering movements shall not occur across public sidewalks or within any public street other than an alley, except as approved by the Community Development Director. Evaluations of requests for exceptions shall consider constraints due to lot patterns and effects on the safety and capacity of the adjacent public street and on bicycle and pedestrian facilities.
- D. Parking Maneuvering Areas and Driveways Adjacent to Buildings.** Except for the Light Industrial District, where a parking or maneuvering area, or driveway, is adjacent to a building, the area shall be separated from the building by a raised pathway, plaza, or landscaped buffer no less than 6 feet in width. Raised curbs, bollards, wheel stops, or other design features shall be used to protect buildings from being damaged by

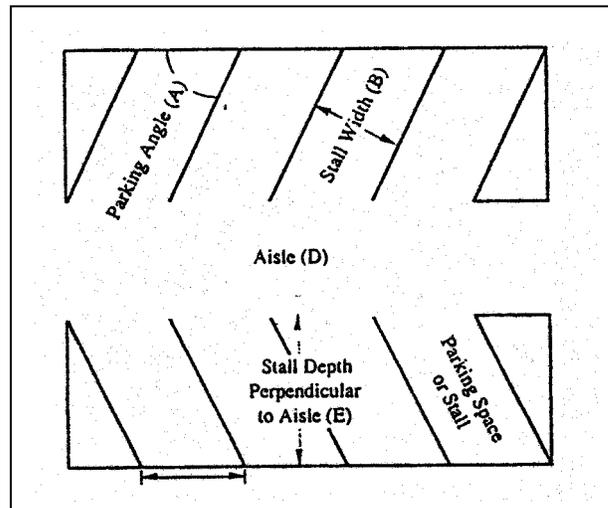
vehicles. When parking areas are located adjacent to residential ground-floor living space, a landscape buffer is required to fulfill this requirement.

- E. Maximum Parking Lot Size.** Off-street parking serving development shall be divided into multiple lots, as necessary, so that no single lot has more than one hundred twenty (120) parking spaces. Parking lots shall be separated with plazas, large landscape areas with pedestrian access ways (*i.e.*, at least 20 feet total width), streets, or driveways with street-like features. Street-like features, for the purpose of this section, means a raised sidewalk of at least 6-feet in width, 6-inch curb, accessible curb ramps, street trees in planter strips or tree wells, and pedestrian-oriented lighting.
- F. Lighting.** A parking facility serving an establishment which remains open during hours of darkness shall be provided with adequate illumination. Any lights provided to illuminate a parking facility shall be arranged so as to reflect the light away from any adjacent properties, streets, or highways consistent with the Dark Skies standards in Special Provisions.
- G. Off-site parking.** Except for residential uses, the vehicle parking spaces required by this Chapter may be located on another parcel of land, provided the parcel is within 700 feet of the use it serves. The distance from the parking area to the use shall be measured from the nearest parking space to a building entrance, following a sidewalk or other pedestrian route. The right to use the off-site parking must be evidenced by a deed, lease, easement, or similar recorded written instrument subject to the review and approval of the Community Development Director.
- H. Shared parking.** Required parking facilities for two or more uses, structures, or parcels of land may be satisfied by the same parking facilities used jointly, to the extent that the owners or operators show that the need for parking facilities does not materially overlap (*e.g.*, uses primarily of a daytime versus nighttime nature), and provided that the right of joint use is evidenced by a deed, lease, contract, or similar recorded written instrument establishing the joint use subject to the review and approval of the Community Development Director.
- I. Parking Space Signage.** Owners of off-street parking facilities may post a sign indicating that all parking on the site is available only for residents, customers and/or employees, as applicable. Signs shall conform to the standards of Chapter 3.4.
- J. Availability of Parking Spaces.** Required vehicle and bicycle parking spaces shall be unobstructed, and available for parking of vehicles and bicycles of residents, customers, patrons, and employees only. Required spaces shall not be used for storage or sale of vehicles or materials, or for parking of vehicles or bicycles used in conducting the business or conducting the use, and shall not be used for sale, repair or servicing of any vehicle or bicycle. No repair work or servicing of vehicles shall be conducted on a public parking area, other than emergency service such as changing a tire or starting a motor.
- K. Maintenance.** The provision and maintenance of off-street parking and loading spaces are the continuing obligation of the property owner.

L. Parking Stall Standard Dimensions and Compact Car Parking. All off-street parking stalls shall be improved to conform to City standards for surfacing, stormwater management and striping, and provide dimensions in accordance with the following figure. Accessible parking spaces shall be provided in conformance with Section 3.3.400.M. The number of designated Compact Car Parking spaces shall not exceed 30% of the required off street parking spaces.

Minimum Parking Space and Aisle Dimensions						
Angle (A)	Type	Width (B)	Curb Length (C)	1 Way Aisle Width (D)	2 Way Aisle Width (D)	Stall Depth (E)
0° (Parallel)	Standard	8 ft	22 ft 6 in	12 ft	24 ft	8 ft
	Compact	7 ft 6 in	19 ft 6 in	12 ft	24 ft	7 ft 6 in
30°	Standard	9 ft	18 ft	12 ft	24 ft	17 ft
	Compact	8ft	15 ft	12 ft	24 ft	14 ft
45°	Standard	9 ft	12 ft 6 in	12 ft	24 ft	19 ft
	Compact	8ft	10 ft 6 in	12 ft	24 ft	16 ft
60°	Standard	9 ft	10 ft 6 in	18 ft	24 ft	18 ft
	Compact	8ft	8 ft 6 in	15 ft	24 ft	16 ft 6 in
90°	Standard	9 ft	9 ft	24 ft	24 ft	19 ft
	Compact	8ft	8ft	22 ft	24 ft	15 ft

Figure 3.3.400.A - Parking Dimensions



M. Accessible Parking Spaces. Where parking is provided accessory to an affected building, accessible parking shall be provided, constructed, striped, signed and maintained as required by the Americans with Disabilities Act and Oregon State Statutes. Accessible parking is included in the minimum number of required parking spaces (Note: State Law may change this Federal table.). The access aisle shall include “no parking”.



Figure 3.3.400.C – Accessible Parking Requirements

Total Parking In Lot		Required Minimum Number of Accessible Spaces	Required Minimum Number of Van Accessible Spaces	Required Minimum Number of “Wheelchair User Only” Spaces
1	to 25	1	1	-
26	to 50	2	1	-
51	to 75	3	1	-
76	to 100	4	1	-
101	to 150	5	-	1
151	to 200	6	-	1
201	to 300	7	-	1
301	to 400	8	-	1
401	to 500	9	-	2
501	to 1,000	2% of total	-	1 in every 8 accessible spaces or portion thereof
1,001 and over		20 plus 1 for each 100 over 1,000	-	1 in every 8 accessible spaces or portion thereof

N. See Chapter 3.2 Landscaping and Screening for additional standards.**3.3.500 Off-Street Loading Facility Requirements**

- A.** Any building intended to be used for retail, wholesale, warehouse, freight, hospital, industrial, manufacturing uses and similar uses shall be provided with off-street loading berths according to this schedule:
1. One berth for each building containing 10,000 to 25,000 square feet of floor area.
 2. Two berths for each building containing 25,000+ square feet of floor area.
- B.** Any building intended to be used for a hotel, eating or drinking establishments, community center, convention hall, medical clinics and other similar use shall be provided with off-street loading berths according to this schedule:
1. One berth for each building containing 20,000 to 50,000 square feet of floor area.
 2. Two berths for each building containing 50,000+ square feet of floor area.
- C.** Off-street loading facilities shall conform to the following standards:
1. Each loading berth shall be at least 35 feet by 10 feet and shall have a minimum height clearance of 14”.
 2. Such space may occupy all or any part of any required setback or court space, except front and exterior setbacks, and shall not be located closer than fifty (50) feet to any lot in any R District, unless enclosed on all sides by a masonry wall not less than eight (8) feet in height. In no case shall it be located in a required buffer area.
 3. Sufficient room for turning and maneuvering vehicles shall be provided on the site.
 4. The loading area, aisles, and access drives shall be paved so as to provide a durable, dustless surface and shall be so graded and drained so as to dispose of surface water without damage to private or public properties. Properties located in the Light Industrial (LI) District shall refer to Chapter 2.6.
 5. No repair work or servicing of vehicles shall be conducted in a loading area.
 6. Landscaping and screening are required in accordance with the standards of Chapter 3.2 Landscaping and Screening. Properties located in the Light Industrial (LI) District shall refer to Chapter 2.6.
 7. No on-site loading facilities shall be required where buildings abut an alley, provided that loading operations can be conducted from the alley in accordance with applicable access and parking ordinances, unless specified elsewhere.
 8. Space allocated to required off-street loading berths may be used to satisfy the requirements of off-street parking spaces provided the timing of their use is such as to create no conflict, as determined by the Community Development Director or designee.

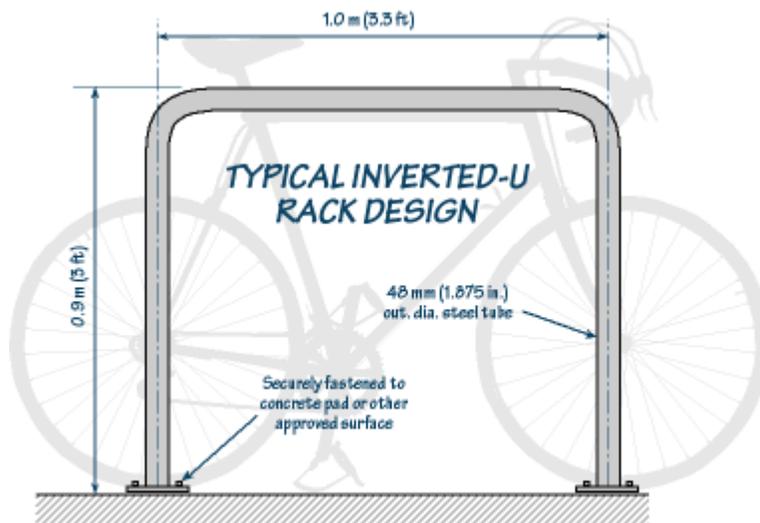
3.3.600 Bicycle Parking Requirements

All bicycle parking facilities required in conjunction with development shall conform to the standards in this Section.

- A. Number of Bicycle Parking Spaces.** The following additional standards apply to specific types of development:
1. **Multi-Family Residences.** Every residential use of four (4) or more dwelling units shall provide at least one bicycle parking space for each dwelling unit.
 2. **Parking Lots.** All public and commercial parking lots and parking structures shall provide a minimum of one bicycle parking space for every 10 motor vehicle parking spaces.
 3. **Schools.** Elementary and middle schools, both private and public, shall provide one bicycle parking space for every 10 students and employees. High schools shall provide one bicycle parking space for every 5 students and employees.
 4. **Colleges and trade schools** shall provide one bicycle parking space for every 5 motor vehicle spaces plus one space for every dormitory unit.
 5. **All Other Uses.** All uses which require off street parking, except as specifically noted, shall provide one bicycle parking space for every 10 required vehicle parking spaces.
 6. **Multiple Uses.** For buildings with multiple uses (such as a commercial or mixed use center), bicycle parking standards shall be calculated by using the total number of motor vehicle parking spaces required for the entire development. A minimum of one bicycle parking space for every 10 motor vehicle parking spaces is required.
- B. Exemptions.** This Section does not apply to single family, two-family, and three-family housing (attached, detached or manufactured housing), home occupations, or other developments with fewer than 10 vehicle parking spaces.
- C. Hazards.** Bicycle parking shall not impede or create a hazard to pedestrians. Parking areas shall be located so as not to conflict with vision clearance standards (Chapter 2.15 – Special Provisions).
- D. Location.** Racks shall be conveniently located to the street and the building entrance (no farther away than the closest vehicle parking space), visible from sidewalks and entrances for security, as well lit as parking spaces, and clearly marked.
- E. Dimensions**
1. Bicycle parking spaces shall each be a minimum of six feet by two feet.
 2. Overhead clearance in covered areas shall be at least seven feet.
 3. A minimum five foot-wide aisle shall be provided beside or between each row of bicycle parking. Bicycle parking shall not interfere with pedestrian passage, leaving a clear area of at least five feet between bicycles and other existing and potential obstructions, or impede with the clear vision standards in Chapter 2.15 Special Provisions.

F. Enclosure and Racks

1. Bicycle parking facilities shall include lockable enclosures (lockers) in which the bicycle is stored, or stationary objects (racks) to which bicycles may be locked.
2. Lockers and racks shall be securely anchored to the pavement or a structure.
3. All bike racks shall have following design features:
 - a. Inverted "U" style racks or similar design as illustrated below.
 - b. Each rack shall provide each bicycle parking space with at least two points of contact for a standard bicycle frame and shall be sized to accommodate a standard U-lock.
 - c. The bike rack shall have rounded surfaces and corners;
 - d. The bike rack shall be coated in a material that will not damage the bicycle's painted surfaces
 - e. Bike racks shall be securely mounted to a hard surface, such as asphalt or concrete.



- G. Lighting.** For security and convenience, lighting shall be provided in bicycle parking areas such that the facilities are thoroughly illuminated and visible from adjacent sidewalks and/or vehicle parking areas during all hours of use. Lighting shall be consistent with the Dark Skies standards in Chapter 2.15 Special Provisions.