



TOWN OF HAYMARKET PLANNING COMMISSION

REGULAR MEETING ~ AGENDA ~

Robert B. Weir,
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100
Haymarket, VA 20169

Monday, December 8, 2014

7:00 PM

Council Chambers

1. Call to Order

2. Announcements

3. Citizens Time

4. Minutes Approval

- a. Planning Commission - Regular Meeting - Nov 10, 2014 7:00 PM

5. ARB & Town Council Update

6. New Business

- a. Code of Ethics - Presented by Councilman Matt Caudle

7. Old Business

- a. Zoning Administrator Zoning Text Amendment
- b. Dominion Power 230 Kv Transmission Line
- c. Comprehensive Plan
- d. 1 Mile Notices

8. Town Planner Report

9. Work Session

- a. Zoning Text Amendment - Parking Study Ordinance

10. Adjournment



TOWN OF HAYMARKET PLANNING COMMISSION

REGULAR MEETING ~ MINUTES ~

Robert B. Weir,
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100
Haymarket, VA 20169

Monday, November 10, 2014

7:00 PM

Council Chambers

A Regular Meeting of the Planning Commission of the Town of Haymarket, VA, was held this evening in the Board Room, Commencing at 7:00 PM

Chair Robert B. Weir called the meeting to order.

1. Call to Order

Chair Robert B. Weir: Present, Commissioner Ralph Ring: Present, Council Liaison Matt Caudle: Present, Commissioner Josh Mattox: Present, Commissioner James Carroll: Present, Commissioner Maureen Carroll: Present.

2. Announcements

New members here tonight, James and Maureen Carroll.

Ring motions to amend the agenda to add a Special Use Permit Application, for 6895 Track Court, and a Zoning Text Amendment for a revision of the Zoning Administrator:

Roll Call Vote:
Mattox: Yes
Ring: Yes
Weir: Yes
Caudle: Yes
James Carroll: Yes
Maureen Carroll: Yes

3. Citizens Time

No Citizens spoke.

4. Minutes Approval

a. Planning Commission - Regular Meeting - Oct 14, 2014 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Ralph Ring, Commissioner
SECONDER:	Josh Mattox, Commissioner
AYES:	Weir, Ring, Caudle, Mattox, Carroll, Carroll

b. Planning Commission - Work Session - Oct 22, 2014 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Ralph Ring, Commissioner
SECONDER:	Josh Mattox, Commissioner
AYES:	Weir, Ring, Caudle, Mattox, Carroll, Carroll

5. Special Use Permit Application

a. 6720 Bleight Drive

Town Planner updates on the Special Use Permit Applications.
Both need to be scheduled for Public Hearing.

Weir moves to schedule a Joint Public Hearing with Town Council for December 1, 2014, for 6720 Bleight Drive, in-home business. Ring seconds.

Minutes Acceptance: Minutes of Nov 10, 2014 7:00 PM (Minutes Approval)

Weir believes having these Joint Public Hearings drives cost up. Unless the cost of advertising is more than \$600-\$700, we are better off dispensing with Joint Public Hearings in the future

Ayes: 6

Nays: 0

b. 6895 Track Court

Ring motions to schedule a Joint Public Hearing with Town Council for December 1, 2014, for 6895 Track Court, in-home business.

Caudle seconds.

Ayes: 6

Nays: 0

6. ARB and Council Update

ARB Nothing to report from Ring.

Town Council: Nothing to report from Caudle.

7. New Business

a. Zoning Text Amendment - Parking Study Ordinance

Town Planner updates. How to move forward with recommended text amendment.

Weir would amend heavily. Lot of uses we don't have. Never will have. Hospitals, bowling alleys, etc.

He is not for enacting an overly detailed ordinance that never will apply. Take home and look at it.

Schneider suggests scheduling a work session one night. Some uses weren't listed. May want to have Consultants in there.

Can go thru with a fine toothed comb.

Weir suggests to put some sort of enforcement mechanisms for change of use. We don't have that right now.

Does a Business License trigger that? No a Zoning Permit.

Mattox said there could be a problem, for example, at the Fosters building. If another tenant came in and they do support shared parking.

Ring concerned about the amount of turnover in square footage. Concerns about shared parking. Lack of parking. Doesn't want to mark it up tonight. Let the new members look it over. Maybe have a work session on this.

Pay in lieu of parking. How much money? Where would we build the central location?

Schneider says the Town would have to purchase property and develop it as a parking lot.

Caudle: Shared use makes sense. Doesn't see us building a hospital in town. Thinks it's wise with 2 new Planning Commission members to table and do a work session to all go over it.

How much more parking are we going to get with what's proposed to be developed in town? There are three businesses driving this basically. This is a huge deal. If we want this to be a walking town, people need to have places to park.

Schneider says he received the rezoning for the Fairgrounds. 120 spaces. With all build out left, there would be an additional 700-800 spaces with all projects.

Payne Lane project has 122 spaces.

James and Maureen Carroll said they would need time to read and think about, and talk to people.

Weir will sit down with the Town Planner between now and the 12/8 meeting. Maybe work session at the next PC meeting.

b. Zoning Text Amendment - Zoning Administrator

AMENDED AGENDA: Zoning Administrator

Schneider explains. Amendment to the definition.

Weir has a couple of issues with wording and how it's handled. If we're doing this, we want the code cleaned up from A to Z. Make everything compatible. Fix everything at the same time.

Mattox agrees with that as well.

Ring agrees as well and says consistency is important. There are a number of holes. "Other duties as assigned" which is not good code. Wants a thorough examination of the code.

Schneider says the Town did hire an On Call Planning service to help.

Caudle says it's a good idea. It empowers people that work for the town to do their job. In favor of empowering a person to do this as long as language is consistent and defined terms.

Maureen Carroll asks about someone being hired to go over ordinances?

Schneider explains that the Town hired a new On Call Planning service. To overhaul our zoning ordinance. Our documents are old. We need to bring them up to current standards. Will start fairly soon. Right now doing an audit of the ordinance. In 6-8 months we should have a product to look at.

James Carroll asks if Town Council set the perimeters for this position? Or was it given to Planning Commission.

Weir says this is the first we're seeing it. This was a decision that preceded this council. Town Council appointed Schneider as the Zoning Administrator. Town Manager then came up with this language. Can further amend this language.

Weir has no problem in the code. Has a problem with installing a second step of bureaucracy. Town Council is responsible for your decision. This was handed down to the Planning Commission. No obligation to act. Discretion of the Town Council. No statutory requirement. Only for rezoning, not a Zoning Text Amendment. Once we make a recommendation, Council has to act.

Schneider will research time lines. Need to do a scrub of the ordinance. Look for previous references.

Weir thought we had 120 days. When initiated? Not initiated, referred.

Weir: We could send this text amendment back with a negative recommendation and initiate a rewrite of our own. Or do we have to have a Public Hearing.
Yes we need to have a Public Hearing and make recommendation.

Ring motions to table the Zoning Text Amendment for the Zoning Administrator while research is being done.

Mattox seconds.

Maureen Carroll asks if we should put a time limit to table this?

Ring says unless in it's specified in the motion, could be indefinitely.

Maureen Carroll asks if we can put a time table on it. Weir says yes.

Ring amends the motion to table the Zoning Text Amendment to the 12/8/2014 Planning Commission Meeting.

Mattox seconds.

Mattox: Yes

Ring: Yes

Weir: Yes

Caudle: Yes

Maureen Carroll: Yes

James Carroll: Yes

8. Town Planner Report

Chick-fil-A Special Use Permit is being processed. They've hit a snafu. Transportation improvements. Route 15 improvement is going to create a median along Washington Street. Turn entrance by CVS will be right-in, right-out. VDOT has concerns with the traffic issue. Applicant has to go back and look how to configure the building on site. Project tabled indefinitely. Chick-fil-A could pay for a 2nd signal but it would be very costly.

Sheetz put in an application to do a tear down and rebuild. Not heard back from them. They did replace the canopy's.

Nothing from McDonalds. They have proposed a second drive thru lane.

Received Signature Companies site plan. Sportsplex use in that building. Enclosed a loading dock on the back. Wrapping up final reviews. Should be done by January.

Rezoning Application in for the Fairgrounds. They want to divide the parcel in half. Rezone the back portion to R2. 150 or so town homes. It would be a year timeline to process the application. Working with the County and Town Attorney for approach to process. Will accept this week and tell owner how we will process it. Commercial on the front half. No proffer statement submitted. Wants to do Residential first. Will require Comprehensive Plan amendment to go with it.

Weir asks about a revised proffers policy?

The Town Attorney has done framework based on recent Federal decisions. Per unit contribution is \$12,000. Could be 6-8 months until it gets to PC.

Ice rink: Received revised plans for the 2nd sheet/rink. DEQ is addressing issues.

Payne Lane Development: Different than the concept sent before the ARB. Providing them comments in December.

Nothing from the Firehouse owner.

Caudle asks about Chick-fil-A. Chance of it going forward until the Town decides about the fairgrounds? There is traffic and bottle necking there.

The Quarles plan and fairgrounds there could be inter parcel access at rear of property.

Weir is guessing the business model revolves around unrestricted access from Washington Street.

Schneider explains there will be two entrances. The entrance closer to Route 15 will be right-in right-out only.

Mattox asks about Sheetz. Will it stay open during the rebuild? Yes they will have pumps open. They are building a new building, directly behind the existing. The old building will stay open. Consolidating canopies.

Mattox asks about the Fairgrounds. Can we force them to do Commercial first? So they have to fulfill their obligation with residential?

Schneider says there are Proffers. Negotiate with developer. PC come up with best package.

9. Old Business

a. Dominion Power 230 Kv Transmission Line

Town Council asked the Commission to revise the report and recommendation. Will handle at the December meeting.

Portion to beefing it up is the upside of underground power lines. Should get a draft to each Commissioners email boxes by the 20th of this month.

Hopefully will be done once and for all at the December meeting.

b. Comprehensive Plan

Tabling while vetting discussion.

Weir curious. Anything in writing from VDOT on planned interchange park?
Revisit that potential land use because of required changes of median on 55.

c. 1 Mile Notice

John Marshall Commons.

Met with county planning staff. Reduce density. More open space areas. Better design traffic improvements on 55.

Should get copy of those revisions.

Active Adult Community, Midwood, has been tabled.

Site plans submitted for data center.

10. Discussion Items

No further items to discuss.

11. Adjournment

Ring

Mattox



TO: Town of Haymarket Planning Commission
SUBJECT: Code of Ethics - Presented by Councilman Matt Caudle
DATE: 12/08/14

Town Councilman Matt Caudle will update the Planning Commission on this item by the Town Council.

ATTACHMENTS:

- Adopted Code of Ethics Standards of Conduct (PDF)

**TOWN OF HAYMARKET
TOWN COUNCIL AND APPOINTED OFFICIALS
CODE OF ETHICS AND STANDARDS OF CONDUCT**



Preamble

The citizens and businesses of the Town Haymarket, Virginia, are entitled to have fair, ethical, and accountable local government, which has earned the public's full confidence for integrity. The effective functioning of democratic government requires that public officials, both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government; that public officials be independent, impartial and fair in their judgment and actions; that public office be used for the public good, not for personal gain; and that public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

To this end, the Town of Haymarket Town Council has adopted this Code of Ethics and Standards of Conduct for the members of the Town Council, Planning Commission (PC) and Architectural Review Board (ARB) and recommends adoption by the Board of Zoning Appeals (BZA) to assure public confidence in the integrity of local government and its effective and fair operation.

CODE OF ETHICS

1. Uphold the Constitution, laws and regulations of the United States and of all governments therein and never knowingly be a party to their evasion.
2. Place loyalty to the highest moral principles and to the people of the Town of Haymarket, as a whole, above loyalty to individuals, districts, or particular groups.
3. Expose through appropriate means and channels: corruption, misconduct or neglect of duty when discovered.
4. Give a full measure of effort and service to the positions of trust for which stewardship has been granted; giving earnest effort and best thought to the performance of duties.
5. Seek to find and use the most equitable, efficient, effective and economical means for getting tasks accomplished.
6. Adopt policies and programs that are in accordance with the Town's EEO policy, and that support the rights and recognize the needs of all citizens regardless of gender, race, age, religion, creed, country of origin or disability.
7. Ensure the integrity of the actions of the Mayor, Town Council, PC, and ARB by avoiding discrimination through the dispensing of special favors or unfair privileges to anyone, whether for remuneration or not. A member should never accept for himself or herself or for family members, favors or benefits under circumstances which might be construed by reasonable persons as influencing the performance of governmental duties. Per Section 2.2-3104.2 of the Virginia State Code, any member of the governing body may accept a gift that does not influence the performance of governmental duties of monetary value not

- to exceed \$25 per occurrence, provided they acknowledge the gift. The gift may include but not be limited to a meal, award, etc.
8. Make no private promises of any kind binding upon the duties of any office, because a public servant has no private word which can be binding on public duty.
 9. A member should identify any associations with an organization or interest group that presents in any manner to the Council for a decision.
 10. At all times, meet the requirements of the State and Local Government Conflict of Interest Act and the Public Procurement Act.
 11. Adhere to the principle that the public's business should be conducted in the public view by observing and following the the Freedom of Information Act.
 12. Recognize that interaction with the media is a vital link in maintaining good communication with the public. Town Council comments to the media should be in a courteous, statesmanlike manner and should maintain the propriety of the Council when speaking to public issues, or to opinions of colleagues and individuals.
 13. Make sure that a clear distinction is made between personal opinion or belief and a decision made by the Mayor, Town Council, PC, or ARB.
 14. No member may disclose or use confidential information without the consent of Town Council. Confidential information includes discussions during executive or closed sessions, attorney-client communications and certain economic development information.
 15. Members shall not use public resources that are not available to the public in general, such as the Town staff time, equipment, supplies or facilities, for private gain or personal purposes.
 16. The Town Council determines the policies of the Town with the advice, information, and analysis provided by the public, council, commissions, boards, and committees and Town staff. The Town Council delegates authority for the administration of the Town to the Town Manager

Members, therefore, shall not interfere with the administrative functions of the Town or the professional duties of the Town staff; nor shall they impair the ability of staff to implement Town policy decisions. Inquiries to staff shall be made through the Town Manager for all administrative issues, unless the matter in question is clearly a police matter and should be addressed to the Chief of Police.
 17. Members shall support the maintenance of a positive and constructive workplace environment for Town employees and for citizens and businesses dealing with the Town. Members shall recognize their special role in dealings with Town employees and in no way create the perception of inappropriate direction to staff.
 18. Review orally and in public session at the annual organizational meeting each of these principles.
 19. Pledge to honor and uphold these principles, ever conscious that public office is a public trust.

STANDARDS OF CONDUCT

Recognizing that persons holding a position of public trust are under constant observation by the media and interested Town of Haymarket residents, and recognizing that maintaining the integrity and dignity of the public office is essential for maintaining high levels of public confidence in our institutions of government, the Mayor and every member of the Town Council, PC and ARB should adhere to the following Standards of Conduct. It is recommended by Council that the BZA also adhere to the following these Standards of Conduct.

1. Avoid, during either public or private meetings and during the predominance of public duties, the use of abusive, threatening or intimidating language or gestures directed at colleagues, citizens or personnel.
2. Pay all taxes due to the Town, county, state or national government.
3. Attend all regularly scheduled meetings of the Town Council, PC and ARB to which he or she has been assigned, resigning whenever personal circumstances preclude regular attendance.
4. Make a conscientious effort to be prepared for each meeting.
5. Members should not disclose to others, or use to further their personal interest, confidential information acquired by them in the course of their official duties.
6. Respect the rights of colleagues to have different opinions. Enter into constructive and factual discussions when attempting to resolve issues or reach a consensus, refraining from disparaging remarks.
7. Work to create a positive environment in public and private meetings, so that the environment is conducive to a productive dialogue between all parties and so that citizens will feel comfortable as observers or participants.
8. Maintain an attitude of courtesy and consideration toward all citizens, colleagues and staff during all discussions and deliberations.
9. Be open minded and patient. Allow citizens, employees, or colleagues sufficient opportunity to present their views.
10. Be concise. Avoid the practice of taking more time to address an issue before the body than is necessary and essential for an adequate consideration of those matters being discussed.

IMPLEMENTATION

As an expression of the standards of conduct for members expected by the Town, the Town of Haymarket CODE OF ETHICS and STANDARDS OF CONDUCT are intended to be self-enforcing. It therefore becomes most effective when members are thoroughly familiar with and embrace its provisions.

For this reason, ethical standards shall be included in the regular orientations for candidates for the Town of Haymarket, applicants to commissions, committees and newly elected and appointed officials. Members entering office shall be provided with the Town of Haymarket Code of Ethics and Standards of Conduct. In addition, the Town Council, PC and ARB annually review the Code of Ethics and Standards of Conduct and the Town Council shall consider recommendations from

commissions and committees to update it as necessary. The BZA is encouraged by Council to also adopt and uphold the Code of Ethics and Standards of Conduct as presented.

COMPLIANCE and ENFORCEMENT

The Town of Haymarket Code of Ethics and Standards of Conduct expresses standards of ethical conduct expected of members of the Town of Haymarket Town Council, PC and ARB and recommended for the Town's BZA. Member themselves have the primary responsibility to assure that these ethical standards and that the code of conduct is understood and practiced during all times while serving the Town in order to ensure the public can continue to have full confidence in the integrity of government.

Citizens may bring complaints about the conduct of elected or appointed officials to the mayor, any member of council, or the chair of the commission, board or committee on which the appointed official serves.

The Town Council **may** impose sanctions on members whose conduct does not comply with the Town's ethical standards, such as public or private reprimand, formal censure, loss of seniority or committee assignment, or budget restriction. Where allowed by law, the Town Council also may remove members of Council, PC, ARB, and committees from office. The Town Council acknowledges that it does not have such authority over the BZA for the Town.

A violation of this Code of Ethics and Standards of Conduct shall not be considered a basis for challenging the validity of a Town Council, board, commission or committee decision.

Signed

Date



TO: Town of Haymarket Planning Commission
SUBJECT: Zoning Administrator Zoning Text Amendment
DATE: 12/08/14

Tabled from the November 10th meeting.



TO: Town of Haymarket Planning Commission
SUBJECT: Dominion Power 230 Kv Transmission Line
DATE: 12/08/14

An updated Planning Commission Report and findings.



TO: Town of Haymarket Planning Commission
SUBJECT: Comprehensive Plan
DATE: 12/08/14

An update will be provided by the Town Planner.



TO: Town of Haymarket Planning Commission
SUBJECT: 1 Mile Notices
DATE: 12/08/14

An update from the Town Planner on 1 Mile Notices.



TO: Town of Haymarket Planning Commission
SUBJECT: Zoning Text Amendment - Parking Study Ordinance
DATE: 12/08/14

To initiate a Text Amendment for language for the Parking Ordinance.

ATTACHMENTS:

- Parking Ordinance Memorandum (PDF)

MEMORANDUM

URGENT FOR YOUR USE PLEASE COMMENT PLEASE REPLY PLEASE RECYCLE

TO: BRIAN HENSHAW, AICP
MARCHANT SCHNEIDER, AICP

FROM: BILL WUENSCH, P.E., PTOE

ORGANIZATION: TOWN OF HAYMARKET

DATE: OCTOBER 31, 2014

PHONE NUMBER:

SENDER'S REFERENCE NUMBER:

RE: PARKING ORDINANCE MATERIAL

YOUR REFERENCE NUMBER:

Background and Introduction

The Town of Haymarket is experiencing issues with its current parking ordinance brought on by both new development and redevelopment proposals that call into question the appropriateness of that ordinance's principles and suburban-style land use-based standards. New uses for adaptively re-used industrial buildings and proposed new mixed-use projects have unique parking demands and opportunities that are not applicable to the current ordinance requirements, thereby making the site plan review and approval process difficult. An initial element of a comprehensive review and update of the parking strategies is to update and modify the Town's current parking ordinance. The updated ordinance should mesh well, and strike a balance with, the Town's broader comprehensive planning and connectivity goals, particularly for the Town Center area.

Study Methodology

In the spring of 2014, the Town contracted with a team of consultants to review the existing parking ordinance and suggest modifications to update the ordinance. Key elements of the study effort included:

- Conducting a review and analysis of the Town's current parking ordinance.
- Performing a weekday and weekend inventory and utilization analysis for the existing parking supply
- Researching parking ordinances per other localities in the region, specifically as it relates to required parking thresholds and alternative provisions for parking (see Tables in this document)
- Meeting with a representative group of stakeholders to identify issues and opportunities related to parking needs
- Providing final recommendations for an update (re-write) of the Town's parking ordinance. (see Tables in this document)

Note that a companion document was also provided(dated 9-9-14) with this study that

Attachment: Parking Ordinance Memorandum (2169 : Zoning Text Amendment - Parking Study Ordinance)

included details of the inventory and utilization study, stakeholder input, and a concept level planning framework plan.

Comparison of Parking Standards in Other Jurisdictions

The Town's current parking requirements, by use type, were reviewed and compared to the current parking requirements of several nearby comparable jurisdictions (towns and counties) and to recognized industry standards as reflected in the Manual of the Institute of Transportation Engineers (ITE). A complete review of this comparative analysis is shown a table format in this document. Comparative jurisdictions included the towns of Warrenton and Leesburg, and the counties of Prince William and Loudoun. These localities were chosen because they are in the same geographic region as Haymarket, are subject to similar demographic and economic forces, have a somewhat larger population, and have long and venerable histories of sophisticated planning and zoning efforts.

This comparative analysis resulted in two key aspects for the new draft parking standards:

Proposed standards for parking and loading are provided for a longer and more complete list of uses, thereby creating a "finer grain" of regulation, which is more accurate than the very broad approach of the Town's existing standards.

The proposed standards aim to avoid an excess of parking which is wasteful for both landowners and the Town, yet still provide an adequate and functional level of parking to meet the market demand.

Additional research was conducted for shared parking. The latest Urban Land Institute guidelines for shared parking were reviewed and considered in this analysis, as were shared parking provisions of the Town of Leesburg and the City of Harrisonburg, as well as other technical studies of shared parking techniques. Additionally, payment in-lieu for parking, in combination with municipal parking, was examined.

Recommendations

Draft Parking Regulations

A key implementation tool is the preparation of a revised parking ordinance for adoption into the Town Code. A proposed parking ordinance is included in the Appendix and a summary table of basic standards for parking and loading by type of use is shown in the following table.

Key components of the draft ordinance include:

- **Refined Parking Requirements by Use:** The following table provides a summary of the recommended parking and loading standards, based upon the field analysis and the comparative analysis. These proposed standards cover an expanded list of uses based on the particular needs of Haymarket.
- **Shared Parking Parameters:** Shared parking should be allowed by the Town under provisions of the new parking regulations. The sharing of parking facilities may be between private property/business owners or between those owners and the Town under these regulations. A process for determining shared parking requirements is provided within the draft parking ordinance.
- **Payment In Lieu of Parking:** A payment in lieu of parking (PILOP) program can be a source of funding for new municipal parking development. Through this program developers would be able to reduce their on-site parking requirement and help to fund better designed, more efficient, more centrally located public parking facilities. The draft ordinance does not include a particular proposed amount for a PILOP provision, because this will depend on how the Town chooses to implement this approach in relation to the CIP, etc.

See Draft Ordinance Revision in the tables at the end of this document.

Shared Parking Techniques

If and when parking thresholds cannot be met, or if a landowner wishes to increase density on their parcel(s), then consideration could be given to allowing for shared parking. An effective strategy for optimizing parking supply in a mixed use environment is through the use of shared parking. The Urban Land Institute (ULI) is a leading source of information relative to shared parking. The ULI Shared Parking manual, 2nd Edition, is an industry standard reference for defining shared parking, its benefits, applications, and methods for calculating parking demand under a shared parking scenario.

Per ULI, shared parking is defined as the use of a parking space to serve two or more individual land uses without conflict or encroachment. The ability to share parking spaces is the result of two conditions:

1. Variations in the accumulation of vehicles by hour, by day, or by season at the individual land uses, and
2. Relationships among the land uses that result in visiting multiple land uses on the same auto trip.

Shared parking is a critically important concept when looking to optimize the parking supply against expected demand. The cost of providing surface parking is significant, both in capital costs, environmental impacts, and opportunity costs. The ULI manual proves out, through case studies and examples, that parking supply can be significantly reduced without any adverse

impact to businesses or the community, when considering shared use principles. The calculation methodology is somewhat complex and considers parking characteristics of all uses, monthly demand variations, time of day factors, captive versus non captive interaction of uses, and mode split when applicable. ULI suggests that oversimplifying the process can be detrimental to the planning process, thus it is suggested that shared parking calculations be performed by traffic engineers or parking professionals, using the ULI methodology. ULI sells software for an automated approach the calculations, and they provide a clear explanation of the manual calculations with numerous examples in their Shared Parking manual.

Near Term Next Steps

- Refine and Adopt Parking Regulations into Zoning Ordinance
- Initiate an Amendment to the Comprehensive Plan to incorporate connectivity and municipal parking

Attachments :

Existing Ordinance Comparison with Other Jurisdictions
DRAFT Parking Ordinance

COMPARISON OF PARKING ORDINANCE WITH OTHER JURISDICTIONS

Existing standards in black font; **Draft revised standards in blue font**
Uses in Haymarket Zoning Ordinance that need parking standards in green font
Uses NOT in Haymarket Zoning Ordinance that need parking standards in red font

Residential Uses	Standards (minimum number of spaces) ¹					
	Haymarket	PWC ⁴	Loudoun	Warrenton	Leesburg	ITE ⁶
Residential Dwelling	2 per d.u.					
Single Family Detached	2 / d.u. exclusive of garage	2 ³	3 per d.u. ²	2 per d.u.	2 per d.u. ⁵	LU 210, 2.14 per du (suburban condition) (av=1.83/du)
Single Family Attached (townhouse); two-family dwellings (duplex)	2.25 / d.u. (0.25 to cover visitor parking - must be distinct from units)	2.75 per d.u. ²	3 per d.u. ² except at least 0.5 spaces/unit are off lot.	2.5 per d.u.	2 per d.u. ⁵	LU 230, 1.52 per DU (demand range is 1.04 to 1.96) (av=1.38/du)
Apartment/Multi-family Efficiency Studio 1-BR unit 2 BR unit 3 or more BR	2.5 per d.u. 1.0 / d.u. 1.25 / d.u. 2.0 / d.u. 2.5 / d.u. (for 3 BR or >) +0.20 for visitor parking	1 per 10 units, plus: 1 per unit 1.5 per unit 2.2 per unit	1.25 per unit 1.5 per unit -- 2 per unit 2.5 per unit	1.5 per unit 2 per unit 2.5 per unit (3 per unit for 3 BR or more)	1.5 per unit 1.5 per unit 2.0 per unit (2.5 per unit for 3 BR or more)	LU 221, 222, 224. Range of 1.15 to 1.94 (av = 1.33/du)
Apartments on the second floor of structures designed for commercial uses	1.5 / d.u. (assigned) [presumes shared with retail]					
Elderly/independent		1 per 3 units	0.25 per unit	1.5 per 4 units if central dining; 2.5 per 4 units w/o central dining plus 1 per employee	1.0 per 3 units plus 1 per employee	LU 252, 253, 254. Range of .2 to .67 per du (av=.4/du)
Active Adult/Age restricted			1.75 per unit for 4 stories or less			LU 255, 1.12 per du (av=1/du) (av=1/du)
Accessory Apartment (D. U.)	1 / unit		1 per unit			n/a
Group home	(see residential unit type standard)					

¹Sources: Current Zoning Ords of Haymarket, Loudoun, Warrenton, Leesburg; Design & Construct'n Standards Manual of Prince William; ITE Manual (not Loading Stn'rds)

²garage spaces may be counted; (in PWC, SFA with two or more car garages require only 2.40 spaces.)

³exclusive of garage

⁴Net Floor Area is defined as equal to 75% of Gross Floor Area

⁵3.0 if access is from a private access way.

⁶ Institute of Traffic Engineers Manual

Existing standards in black; Draft revised standards in blue; Uses in Haymarket ZO that need parking standards in green; Uses NOT in Haymarket ZO that need parking standards in red

Commercial Uses	Standards (minimum number of spaces)					
	Haymarket	PWC	Loudoun	Warrenton	Leesburg	ITE
Home occupations	Meet residential requiremt plus 1 per non-res employee					
Lodging, hotels, motels	1 per unit- 1.1 / room (restaurant/mtg. rooms subject to separate standards)	1.2 per room	2 for owner/mangr plus 1 per room plus any req. for restaurant/mtg. rooms	1 per room plus 1 per each employee on largest shift	1 per room plus 1 per 2 employees	LU 310, 1.54 per occupied room. (av=1.2 / occp'd rm)
Bed and Breakfast facilities	Meet residential requirement plus 1 per guest room		2.5 / dwelling unit, 1 / guest room			
Hospitals (not listed as a use in current Haymarket ZO) <i>[Note: this use is probably a moot point]</i>	1 per 2 beds plus 1 per staff doc plus 1 per other employee for largest shift	1.25 per bed	1.5 per employee on main shift + 1 per doctor on staff + 1 per 2 beds in-patient + 1.5 per 250 SF out patient	1 per 2 beds plus 1 per staff doc plus 1 per other employee for largest shift	1 per 2 beds plus 1 per staff doc plus 1 per other employee on major shift	LU 610 1.08/employee 7.35 / bed (av=.81/employee and 4.49/bed) - based on suburban condition
Medical Clinics; medical or dental clinics medical or dental offices	At least 10, plus 3 for each doctor above 3 docs 1 / 250 SF GFA	1 per 150 net SF up to 15K NSF, then 1 per 200 up to 30K NSF then 1 per 250 above 30K NSF	4/1000 SF GFA up 30K SF, 3.3 / 1000 SF thereafter	3 per exam room plus 1 per doc or employee (Medical office 1 per 175 GFA)	4 per exam room plus 1 per doc and employee (medical office 1 per 300 GFA)	LU 630 4.96 / 1000 GFA (av=4.49/1000 GFA)
Liquor Store	At least 10 <i>[same as retail]</i>					LU 859, 2.98 / 1000 GFA (based on one study)
Retail Store (Stores or shops for the conduct of retail business)	1 per 200 SF of retail floor space 1 / 250 SF GFA	1 per 200 NSF up to 50K, 1 per 225 NSF to 300K	General: 4 per 1K GFA, min. of 4; Service: 2.5 per 1K GFA, min. of 3	1 per 200 SF GFA for first 10,000 SF, plus 4 per each additional 1,000 SF, min. 5 for each estab.	1 per 200 SF up to 10K GFA, plus 4 per each add. 1K SF of GFA	ITE lists numerous types of stores
Other low-intensity commercial and personal service uses	1 per 200 SF of business floor space 1 / 300 SF GFA		Integrated Shopping Centers >60K GFA: 4 per 1,000 GFA			
(other) Retail sales and services and similar uses not addressed, including shopping centers	1 per 300 SF GFA	1 per 200 NSF up to 50K NSF, then 1 per 225 NSF up to 300K NSF; 1 per 250 NSF after that.		same as for gen. retail sales, plus additional spaces, as req'd for offices, theaters, banks, persnl servs, & eating estabs...	Same as general retail plus additional space for offices, theatres and restaurants	LU 820 (non December) 3.9/1K GFA (Av=2.94/1K GFA) Dec: 5.91/1000 GFA (Av=4.67/1K GFA)

Existing standards in black; Draft revised standards in blue; Uses in Haymarket ZO that need parking standards in green; Uses NOT in Haymarket ZO that need parking standards in red

Commercial Uses	Standards (minimum number of spaces)					
	Haymarket	PWC	Loudoun	Warrenton	Leesburg	ITE
Food store, grocery store, supermarket (excluding quick-service food store)	1 / 250 SF GFA	1 per 200 NSF				LU 850 5 per 1000 gfa, (av 3.78/1000 gfa)
Funeral home, Mortuary funeral or wedding chapel	1 / 4 seats plus 1 / 2 employees plus 1 for each hearse	1 per 50 NSF; minimum 20		1 / 4 seats plus 1 / 2 employees plus 1 for each hearse	1 / 4 seats plus 1 / 2 employees plus 1 for each hearse/ambulnc	n/a
For Discussion: <i>Motor Vehicle related uses</i> <i>Auto/cycle Dealership:</i>					Sales or rental:	
<i>indoor display & offices</i>	1.0 / 500 SF GFA of enclosed sales area plus 1.0 / employee plus...	1 per 400 NSF	2.5/1K SF GFA	1 space per employee plus	1.0 / 500 SF of enclosed sales area plus 1.0 per employee plus...	
<i>Outdoor sales area</i>	1.0 / 2,500 SF of open sales area plus	1 per 5K NSF	1.5/1K SF external		1.0 per 2,500 SF of open sales area	
<i>Service area</i>	2.0 / service bay	3 per service bay	3 per service bay	3 per service bay	2.0 per service bay	
<i>Retail parts sales area</i>	1 per 400 SF GFA	1 per 300 NSF		1 per 500 SF		Parts Sales LU 843 2.74 / 1000 GFA (2.25/1000 GFA)
<i>Heavy Equip. sales & service:</i> <i>indoor display & offices</i>		1 / 500 NSF, min. 5				
<i>Outdoor sales area</i>		1 per 5,000 NSF				
<i>Service area</i>		2 per work bay			1.0 per 200 SF of sales area plus 2.0 per service bay, plus 1.0 per employee	
<i>Retail parts sales area</i>		1 per 300 NSF				

Existing standards in black; Draft revised standards in blue; Uses in Haymarket ZO that need parking standards in green; Uses NOT in Haymarket ZO that need parking standards in red

Commercial Uses	Standards (minimum number of spaces)					
	Haymarket	PWC	Loudoun	Warrenton	Leesburg	ITE
Retail Fuel Sales (service station) Fuel only Fuel w/ service	[Ancillary to pump spaces]: 1 per fueling position	5 1 per 200 NSF of office/retail plus 3 per work bay; 10 min.	1 per 6 pumps plus 1 per employee; 2 per service bay	2 per service bay, + 1 per six pumps, + 1 per employee for work period w/ largest number of employees, + addnl spaces required for any auxiliary uses	2 per service bay, plus 1 per employee	LU 853 10.5 /1000 GFA (av=8.38/1000GFA) LU 945 1.03/fueling position (av=.75/f.p.)
Fuel w/ convenience retail	0.75 per fueling position plus 1 per 200 SF GFA	5 plus 1 per 150 NSF, 10 min.				
Nursery/garden center	1 per 200 SF GFA plus 1 per 1,300 outdoor GSF	1 per 200 NSF of indoor, plus 1 per 1K NSF outdoor				
Office, general business or professional	1 per 300 SF GFA	1 per 250 NSF; 10 minimum	4 per 1,000 SF GFA for up to 30K; 3.3 per 1,000 SF of GFA thereafter.	1 per 300 GFA	1 per 300 GFA	LU 701 3.45/1000GFA (av=2.84 / 1000 GFA)
Office with ancillary retail or service uses		1 per 250 NSF plus 5%				
Quick service food store (convenience store)	1 per 200 SF GFA	1 per 150 NSF plus 2 up to 5K NSF, plus 4 if > 5K NSF		6 per 1,000 GFA	6 per 1,000 GFA	LU 851 3.79 / 1000 GFA (av=3.11 / 1000 GFA) (no fuel pumps)
For Discussion: Recreational uses						
Billiard parlor	1 per 150 NSF	1 per 150 NSF				LU 438, 6.9/1000 GFA
Bowling Alley	4 per lane	4 per lane		4 per alley	4 per alley	LU 437, 3.78/lane (av 3.31/lane)
Retail area	1 per 300 NSF	1 per 300 NSF				
Restaurant	1 per 400 NSF	1 per 400 NSF				
Court Sports Facility	4 per court + 1 per 3 seats on stands	4 per court plus 1 per 3 seats on stands				LU 491, 4.13/court (av 3.56/court)
Fairground/Carnival/Circus	1 per 400 NSF	1 per 400 NSF				
Miniature Golf/Drvg Range	2 per tee for 36 tees, then 1 / tee	2 per tee for 36 tees, then 1 / tee				

Existing standards in black; Draft revised standards in blue; Uses in Haymarket ZO that need parking standards in green; Uses NOT in Haymarket ZO that need parking standards in red

Commercial Uses	Standards (minimum number of spaces)					
	Haymarket	PWC	Loudoun	Warrenton	Leesburg	ITE
Public Recreational Facility/Club <i>Recreation, commercial, indoor, fitness & sports activity</i>	1 per 300 SF GFA		0.33 per person of permitted occupancy by Fire Marshall plus 1 per employee	1 per 200 GFA	1 per 200 GFA	LU 493, 4.94/1000GFA (av 3.55/1000 GFA)
Active recreational uses, parks and playgrounds	3 per acre <i>[what about field sports?]</i>	3 per acre				
Hard or soft courts	4 per court	4 per court		4 per court plus 1 per employee	4 per court	LU 491, 4.13 / court (av 3.56/court)
Indoor uses not pools or courts	1 per 250 NSF	1 per 250 NSF				
Retail, ancillary use	1 per 300 NSF	1 per 300 NSF				
Swimming pools	1 per 150 NSF of water space	1 per 150 NSF of water space		1 per 4 people of design capacity	1 per 75 SF pool area plus 1 / seat	
Restaurants Freestanding (w/o drive-in or fast food)	1 per 100 SF GFA	1 per 100 NSF	15/1,000 SF GFA	1 per 150 GFA	1 per 150 GFA plus 1 for every 4 outside seats	LU 931 (quality restaurant), 22.7/1000 GFA (av = 16.4/1000 GFA) LU 932 (high turnover sit down restaurant – with bar), 20.4/1K GFA (Av =16.3/1000 GFA)
For Discussion: Freestanding drive-in, drive-up, drive-thru or carryout	1 per 100 SF GFA	1 per 75 NSF, minimum 5	20/1,000 SF GFA plus 0.5 per seat	1 per 100 GFA 1 per 75 GFA	1 per 100 GFA 1 per 75 GFA	
In line (attached)	1 per 100 SF GFA <i>[presumes some sharing with adjacent uses]</i>	1 per 100 NSF				LU 932 (high turnover sit down restaurant – with bar), 20.4/1K GFA (Av =16.3/1K GFA)
Fast food restaurants with drive-thru (drive-in)	1 per 100 SF GFA					LU 934 (Fast food w/drive thru) 15.13/1000 GFA (av=9.98/1000GFA)

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Commercial Uses	Standards (minimum number of spaces)					
	Haymarket	PWC	Loudoun	Warrenton	Leesburg	ITE
Outdoor craft and/or antique shows/sales, farmers markets	1 per 500 SF GFA of sales area	1 per 400 NSF of sales area	Min. 10 spaces		1 / 500 SF GFA sales area plus 1 / employee	
School of special instruction, business or trade		1 per 200 NSF				
Veterinary or dog or cat hospital, kennels	1 per 300 SF GFA	1 per 200 NSF			1 per 300 SF GFA	2.3/1000 sf
Theater and similar establishmt, or Public Assembly	1 per 3.5 seats by rated capacity	1 per 3.1 seats by rated capacity	0.25 per person of permitted occupancy plus 1 per employee	1 per 3.5 seats	(indoor theater) 1 per 3.0 seats	LU 444 (Friday peak), .36/seat (av=.26/seat)
Any other commercial building	1 per 200 of business floor space 1 per 300 SF GFA					

Institutional Uses	Standards (minimum number of spaces)					
	Haymarket	PWC	Loudoun	Warrenton	Leesburg	ITE
Schools, public and private	1 per classroom & other room used by students plus 0.2 / student > driving age	HS: 1 / 5 students plus 10 visitor spaces plus 1 per 4 seats in auditorium	1 per classroom & other room used by students plus 0.2 / student > driving age	HS: 1 per 10 seats plus 1 per employee	HS: 1 per 2.5 seats plus 20 visitor spaces	HS .25/student, (av .23/student)
Municipal Building	1 per 300 SF GFA		4 per 1,000 GFA of admin offices			LU 730 6.13/1000 gfa, (4.15/1000 gfa)
Other Public uses	(Same as municipal building)	1 per 3 seats or equivalent	0.25 per person of permitted capacity		1 per 4 seats design capacity	
Churches; Religious Institution ⁵	1 per 5 fixed seats design capacity		0.25 per person of permitted capacity	1 per 4 seats design capacity	1 per 4 seats design capacity	LU 560, 14.38/1000 GFA .25/seat (av= 8.37/1000 GFA, or .20/seat)
Places of Assembly, Private Clubs, Lodges or Meeting Halls	1 per 5 seats design capacity		.33 per person of permitted occupancy	1 per 3 members	1 per 3 members	

⁵ Religious facilities should be treated the same as other places of assembly for purposes of the federal RLUIPA statute

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Industrial Uses	Standards (minimum number of spaces)					
	Haymarket	PWC	Loudoun	Warrenton	Leesburg	ITE
Self Storage center/Mini Warehouse	1 per 250 GFA of office space plus 1 per employee <i>[these uses have a large supply of "built-in" overflow parking]</i>	3.2 spaces per 1,000 NSF of office plus 1 space per employee and 2 spaces for resident manager	3 spaces at office plus 1 per employee	4 per 1,000 NSF of office space plus 1 per employee plus 2 for resident manager	4.0 per 1K SF of GFA plus 1.0 per employee, plus 2.0 for resident manager quarters.	LU 151, .17/1000 GFA, or 1.66 per 100 storage units. (av=.14/1000GFA, or 1.35/100 storage units)
General Manufacturing Assembly and Manufacture	1 per 1,000 GFA	1 per 1,000 NSF	2 per 1,000 SF of GFA plus req. for office, sales.	1 per employee plus 1 per company vehicle	1.0 per 1K SF of GFA, or 1.0 per employee, whichever is more	LU 140, 1.18/1000 GFA (av=1.02/1000 GFA)
Cabinets, furniture and upholstery shops	1 per 1,000 GFA					
Laboratories, pharmaceutical and/or medical	1 per 300 GFA					
Monumental stone works	1 per 300 GFA of enclosed area					
Outdoor storage of equipment	1 per 300 GFA of office area					
Research and Development		1 per 300 NSF to 10K, then 1 per 500 NSF			1.0 per 1K SF of GFA or 1.0 per employee, whichever is more	n/a
Warehouse and wholesale Wholesale businesses, storage warehouses	1 per 1,000 GFA	1 space per employee plus 5 spaces	0.5 per 1,000 SF of GFA plus req. for office, sales.	1 per 1,000 GFA plus 1 per company vehicle	Wholesale: 1 per 1K SF GFA plus 1.0 per company vehicle	LU 150, 1.01/employee (av=.78/employee)
If office space exceeds 50% of net floor area		1 per 300 NSF up 100K then as provided above			Warehouse: 1.0 per 1K SF GFA or 1.0 per employee, whichever is more	

Complete Draft Amendments to the Parking Regulations for Haymarket Zoning Ordinance

Chapter 58 - Zoning

Sec. 58-11. Minimum off-street parking and loading.

(a) Minimum Standards. ~~There shall be provided that~~ At the time of erection of any main building, or at the time any main building or its accessory uses is enlarged or the use changed, all provisions of article XIII shall be met along with minimum required off-street parking and loading space with adequate provision for entrance and exit of motor vehicles, by standard-size automobiles as follows in accordance with the following table. Modifications to these requirements may be approved if shared parking is provided in accordance with Sec. 58-11 (b):

- ~~(1) In all residential districts there shall be provided, either in a private garage or on a lot, space for the parking of two automobiles for each dwelling unit located on such lot or parcel.~~
- ~~(2) Lodginghouses, motels and hotels shall provide, on the lot, parking space for one automobile for each accommodation.~~
- ~~(3) For church, high school, college and university auditoriums, and for theaters, general auditoriums, stadiums and other similar places of assembly, at least one parking space for every five fixed seats provided in the building.~~
- ~~(4) For hospitals, at least one parking space for each two beds' capacity, including infants' cribs and children's beds.~~
- ~~(5) For medical and dental clinics, at least ten parking spaces. Three additional parking spaces shall be furnished for each doctor or dentist having offices in such clinic in excess of three doctors or dentists.~~
- ~~(6) For apartments, at least 2.5 parking spaces for each individual sleeping or living unit.~~
- ~~(7) For liquor stores, at least ten parking spaces.~~
- ~~(8) For retail stores selling directly to the public, one parking space for each 200 square feet of retail floor space in the building.~~
- ~~(9) Any other commercial building erected, converted or structurally altered after the effective date of the zoning ordinance of September 19, 1983, shall provide one parking space for each 200 square feet of business floor space in the building.~~
- ~~(10) Parking space as required in this section shall be on the same lot with the main building; except that in the case of buildings other than dwellings, spaces may be located as far away as 600 feet. Every parcel of land used as a public parking area and motor vehicle ways, after the effective date~~

of the zoning ordinance of September 19, 1983, shall be surfaced with asphalt or concrete. It shall have appropriate guards where needed as determined by the administrator. Any lights used to illuminate such parking areas shall be so arranged as to reflect the light away from adjoining premises in a residential district.

(11) Reserved.

Table of Parking Requirements

Abbreviations:

GFA means gross square feet of floor area, as defined

NFA means net square feet of floor area, as defined. For the purposes of these parking standards, Net Floor Area is equivalent to 75% of the Gross Floor Area

SF means square feet

DU (d.u.) means dwelling unit

BR means bedroom

Residential Uses	Minimum Parking ¹	Minimum Loading
Single Family Detached Dwelling	2 per dwelling unit (d.u.) exclusive of garage	
Single Family Attached Dwelling (townhouse) and Two-family dwelling (duplex)	2.25 per d.u. (inclusive of minimum of 0.25 for visitor parking which must be distinct from dwelling units)	
Apartment/Multi-family		1 per building
Efficiency Studio	1.0 per d.u.	
1-BR unit	1.25 per d.u.	
2 BR unit	2.0 per d.u.	
3 or more BR	2.5 per d.u. (for 3 Bedrooms or less) and additional 0.20 for visitor parking	
Apartments on the second floor of structures designed for commercial uses	1.5 per d.u. (spaces must be assigned to each dwelling)	
Elderly/independent	1 per 4 d.u. plus 1 per employee	
Active Adult/Age restricted	1.5 per d.u.	
Accessory Apartment as defined	1 per d.u.	
Group home	See standard for the residential unit type ²	

Commercial Uses	Minimum Parking	Minimum Loading
Home occupations	Meet the residential requirement plus 1 per non-resident employee	
Lodging, hotels, motels	1.1 per room (restaurant/meeting rooms subject to	

	separate standards)	
Bed and Breakfast facilities	Meet residential requirement plus 1 per guest room	
Medical Clinics; medical or dental clinics medical or dental offices	1 per 250 square feet of gross floor area (GFA)	
Commercial Uses (cont'd)	Minimum Parking	Minimum Loading
Retail Store (Stores or shops for the conduct of retail business)	1 per 250 SF of GFA	None for first 10,000 SF then 1/30,000 up to 70,000 SF plus 1/100,000 SF thereafter
Other low-intensity commercial and personal service uses, as defined	1 per 300 SF of GFA	Same as retail
(other) Retail sales and services and similar uses not addressed, including shopping centers	1 per 300 SF of GFA	Same as retail
Food store, grocery store, supermarket (excluding quick-service food store)	1 per 250 SF of GFA	1 up to 12,000 GSF, then 1 per 24,000 GSF
Funeral home, mortuary or wedding chapel	1 per 4 seats plus 1 per 2 employees plus 1 for each hearse	1
Motor Vehicle Sales and/or Repair:		Same as industrial
Indoor display, sales, waiting, and offices	1.0 per 400 SF of GFA of enclosed area plus 1.0 per employee, and	
Outdoor sales and storage area	1.0 per 2,500 SF of open sales area, and	
Service area	2.0 per service bay	
Retail Fuel Sales (service station)	<i>[in addition to pump spaces]:</i>	
Fuel only	1 per fueling position	1
Fuel w/ service		1
Fuel w/ convenience retail	0.75 per fueling position plus 1 per 200 SF of GFA	1
Nursery/garden center	1 per 200 SF of GFA plus 1 per 1,300 square feet of outdoor area	1 per 60,000 GSF
Office, general business or professional	1 per 300 SF of GFA	None for first 30,000 SF then one/100,000 SF thereafter
Quick service food store (convenience store)	1 per 200 SF of GFA	
Recreational uses:		
Billiard parlor	1 per 150 SF of NFA	

Bowling Alley	4 per lane	
Retail area	1 per 300 SF of NFA	
Restaurant	1 per 400 SF of NFA	
Court Sports Facility	4 per court plus 1 per 3 seats on stands	
Fairground/Carnival/Circus	1 per 400 SF of NFA	
Commercial Uses (cont'd)	Minimum Parking	Minimum Loading
Miniature Golf/Driving Range	2 per tee for 36 tees, then 1 per tee	
Public Recreational Facility or Club; Commercial, indoor, fitness and sports activities	1 per 300 SF of GFA	
Active recreational uses, parks and playgrounds	3 per acre	
Hard or soft courts	4 per court	
Indoor uses not pools or courts	1 per 250 SF of NFA	
Retail, ancillary use	1 per 300 SF of NFA	
Swimming pools	1 per 150 SF of water space	
Freestanding restaurant (w/o drive-in or fast food)	1 per 100 SF of GFA	1 per 40,000 SF GFA
Freestanding drive-in, drive-up, drive-through, including fast food	1 per 100 SF of GFA	1 per 40,000 SF GFA
In line (attached)	1 per 100 SF of GFA	1 per 40,000 SF GFA
Outdoor craft/antique shows/sales; farmers markets	1 per 500 SF of GFA of sales area	
Veterinary or dog or cat hospital, kennels	1 per 300 SF of GFA	
Theater and similar establishment	1 per 3.5 seats by design capacity	1
Any other commercial use not otherwise listed	1 per 300 SF of GFA	

¹Employee always refers to the number of employees on the largest shift

²Code of Virginia (§ 15.2-2291) requires that group homes be regulated like single family homes

Institutional Uses	Minimum Parking	Minimum Loading
Schools, public and private	1 per classroom and other room used by students plus 0.2 per student above driving age	
Municipal Building	1 per 300 SF of GFA	

Other Public uses	(Same as municipal building)	
Churches; Religious Institution ¹	1 per 5 seats of design capacity	1 per 100,000 SF of GFA
Places of Assembly, Private Clubs, Lodges or Meeting Halls	1 per 5 seats of design capacity	1 per 100,000 SF of GFA

Industrial Uses	Minimum Parking	Minimum Loading
Self Storage center/Mini Warehouse	1 per 250 SF of GFA of office space plus 1 per employee	
General Manufacturing, Assembly and Manufacture	1 per 1,000 SF of GFA	1 per 50,000 SF of GFA
Cabinets, furniture and upholstery shops	1 per 1,000 SF of GFA	1 per 50,000 SF of GFA
Laboratories, pharmaceutical and/or medical	1 per 300 SF of GFA	1 per 50,000 SF of GFA
Monumental stone works	1 per 300 SF of GFA of enclosed area (interior space)	1 per 50,000 SF of GFA
Outdoor storage of equipment	1 per 300 SF of GFA of office area	1 per 50,000 SF of GFA
Warehouse and wholesale businesses, storage warehouses	1 per 1,000 SF of GFA	1 per 50,000 SF of GFA
If office space exceeds 50% of net floor area of any industrial use	(parking for the office areas must meet parking requirements for office uses)	

(b) Shared Parking. The minimum required parking spaces may be reduced if a land owner can provide parking that will be shared by complementary adjacent land uses. Such a proposal must be prepared using the methods set forth in the latest edition of the *Shared Parking Manual* of the Urban Land Institute (ULI). The necessary calculations and other data that show the suitability of a shared parking proposal must be submitted to the Town in conjunction with a site plan or other applicable development application, and will be evaluated by the Town as part of the normal application review process.

(Code 1989, § 12-11; Ord. of 3-19-1990; Res. of 4-2-1990; Res. of 6-4-1990; Ord. of 7-6-1998, § 1(12-11); Ord. of 6-2-2003; Ord. of 11-15-2011; Ord. No. 20121221, 5-6-2013)

Cross reference— Parking generally, § 46-81 et seq.

Other Related Proposed Amendments

Sec. 58-1. Definitions.

Accessory Apartment means a dwelling unit that is attached and subordinate to the main or primary use of the building.

Dwelling unit means one or more rooms in a building designed or used as a place of residence for one household.

Other low intensity commercial use means a commercial use that is permitted or permissible by this ordinance but is not otherwise defined and does not exceed 0.30 floor area ratio of gross developed square feet of space.

Service Bay means an enclosed or partially enclosed area where motor vehicles are parked while they are serviced or repaired.

Service Stall means a non-enclosed area where motor vehicles are parked while they are serviced or repaired, which may be covered but not enclosed by walls or doors.

Square feet, gross means all enclosed, usable space within a structure, including unfinished service areas such as stairwells and elevators.

Square feet, net means all enclosed, usable finished space within a structure, not including unfinished service areas such as stairwells and elevators.