

PARKING AREA DESIGNATION ORDINANCE IN EFFECT
FOR RESIDENTIAL RENTAL PROPERTY

Residential Rental Property owners are required to submit a detailed Parking Space Site Plan showing the proposed on-site parking spaces pursuant to the Chapter 152, Article II, "Ordinance Regarding Off-Street Parking on Residential Property". Plans are to be drawn to scale and depict property lines, driveways, sidewalks/bicycle paths, dwellings and structures, all proposed on-site parking spaces, existing and proposed landscaped areas, trees over 12 inches in diameter (measured 5' above grade) within the area where parking is proposed, fencing, other site features that may affect parking locations and detail of the surface material of the proposed spaces. A review fee of \$35.00 per unit must be submitted with the application and plan.

Site plans will be reviewed for compliance in accordance with criteria set forth in the ordinance:

- The number of proposed on-site spaces shall be adequate for all tenant vehicles and a limited number of guest vehicles. Depending on site and occupancy characteristics, a minimum of two (2) exterior spaces and a maximum of six (6) exterior spaces shall be provided per dwelling unit.
- No parking space shall be located within five (5) feet of a roadside sidewalk or bicycle path.
- Parking spaces shall be a minimum of eight (8) feet wide and eighteen (18) feet long.
- Parking spaces shall be designed so that a backing up movement onto an adjacent street is not required.
- Except for parking areas immediately adjacent to an existing site driveway or parking areas situated over one hundred (100) feet from a street, parking shall not occur between the street and the subject dwelling.
- Parking spaces shall be paved or surfaced with an acceptable dust free surface such as compacted stone, stone dust or gravel. Lawn areas or other landscaped areas are not acceptable surfaces for parking spaces.
- No existing landscape area or lawn area shall be disturbed and no tree over twelve (12) inches in diameter shall be removed to create new parking spaces, unless no other acceptable parking spaces can be established on site.
- Parking spaces shall be designed and graded to address potential drainage and/or winter icing problems and suitable areas shall be provided for snow storage.
- There shall be a permanent barrier or barriers separating the parking area from the rest of the site.
- Any necessary Inland Wetland Agency or Public Works Department permits shall be obtained prior to Parking Space Site Plan approval pursuant to this code.

Certain extenuating circumstances may qualify for Modification of the requirements. Please contact staff with questions regarding the modification process.

Once the site plan is approved, all site work must be completed within ninety days unless an extension has been granted. Those parking at the property who fail to adhere to the Plan may be subject to citation and fine.