

Chapter 16 – Off-Street Parking and Loading

SECTIONS:

PART A - OFF-STREET PARKING

- 9-16-1 Authorization**
- 9-16-2 General Requirements**
- 9-16-3 Location**
- 9-16-4 Design and Development**
- 9-16-5 Computation of Required Spaces**
- 9-16-6 Stacking Requirements for Drive-Through Facilities**
- 9-16-7 Specific Requirements**
- 9-16-8 Specific Requirements for the Traditional Downtown District (C-4)**
- 9-16-9 Mobility-Impaired Accessible Parking**

PART B - OFF-STREET LOADING

- 9-16-10 General Requirements**
- 9-16-11 Specific Requirements**

PART A OFF-STREET PARKING.

9-16-1 Authorization.

Subject to the limitations established herein and elsewhere in this Title, off-street parking shall be permitted as an accessory use in all districts. Off-street parking as a principal use is permitted only when expressly authorized by the regulations applicable to the district in question. Nothing in this Chapter shall be construed to limit the right of any person to provide off-street parking in excess of the requirements herein established but all such parking shall comply with the standards of this Chapter.

9-16-2 General Requirements.

- A.** The duty to provide and maintain off-street parking shall be the joint and shared responsibility of the operator and/or owner of the use and/or land for which off-street parking is required to be provided and maintained.
- B.** For land, structures, or uses actually used, occupied, or operated on the effective date of this Title, there shall be provided such off-street parking space as was required for such land, structures, or uses by any previous ordinance. If such land, structures, or uses are enlarged, expanded, or changed, there shall be provided, for that increment of expansion only, at least the amount of off-street parking that would be required hereunder if the increment were a separate land, structure, or use established or placed into operation after the effective date of this Title.
- C.** For all uses established or placed into operation after the effective date of this Title, there shall be constructed, provided, preserved, and maintained the amount of off-street parking hereinafter set forth.
- D.** All off-street parking, whether provided in accordance with the provisions of this Title, or in accordance with the provisions of any former ordinance, shall be maintained as hereinafter required.
- E.** Accessory off-street parking facilities in existence on the effective date of this Title and located on the same lot as the building or use served shall not hereafter be reduced below the requirements for this Title.

- F. Parking and loading spaces for all types of uses may be provided in either surface lots, under ground, under a building, or in parking structures conforming with the provisions of this Title.
- G. Vehicles, including recreational type vehicles, shall not be parked in any front yard, except upon a regularly constructed residential driveway. However, upon notification to the Mokena Police Department, owners of recreational-type vehicles may park their vehicle in their front yard for a period not to exceed forty-eight (48) hours for loading and unloading. Recreational-type vehicles may be parked to the rear or side of the principal building on a pad constructed of a proper base as approved by the Zoning Official.
- H. Any application for a building permit or for an certificate of occupancy where no building permit is required, shall include therewith a plat plan drawn to scale and fully dimensioned showing any off-street parking or loading facilities to be provided in compliance with this Title.

9-16-3 Location.

Except for Municipally owned property, off-street parking shall be located on the same lot as the use for which it is provided. Notwithstanding the foregoing provision, off-street parking may be provided off-site in the following limited circumstances. Where a distance is specified, such distance shall be the walking distance measured from the nearest point of the parking facility to the nearest point of the building that such facility is required to serve.

A. Special Location Provisions.

1. In all commercial districts, parking facilities shall be located within three hundred (300) feet of the building they are required to serve.
2. In all industrial districts, parking facilities shall be located within six hundred feet of the building they are required to serve.

B. Shared or Collective Off-Street Parking.

1. Upon approval of the Zoning Official, two or more uses may share the same off-street parking facility and each of such uses may be considered as having provided such shared space individually. However, no use shall be considered as individually having provided off-street parking which is shared with one or more other uses unless the schedules of operation of all such uses are such that none of the uses sharing the required off-street parking operate at the same time as any other use sharing the space.
 - a. A legal agreement approved by the Village Attorney guaranteeing that the parking spaces shall be maintained so long as the uses requiring parking are in existence or the required parking is provided elsewhere shall be provided to the Zoning Official by the property owners. The instrument shall also be recorded by the property owners with the County Recorder's Office.
2. Where the schedules of operation for uses do overlap with one another, the total number of spaces so provided collectively shall not be less than the sum of the separate requirements for each such use.

9-16-4 Design and Development.

Every parcel of land hereafter used as a parking area, whether public or private, and including commercial parking lots, automobile and trailer sales lots, shall be designed, developed, and maintained in accordance with the following requirements.

- A. Permits. A building permit and a zoning certificate shall be required prior to the construction of any new parking area whether public or private, and including commercial parking lots, automobile and trailer sales lots.
- B. Plan. As part of the application for the building permit and zoning certificate, a plan for the design of parking lots or areas shall be required. The plan shall be subject to approval of the Village Engineer.
- C. Use. Unless otherwise authorized by this Title, off-street parking lots or areas shall not be used for the commercial sale, repair, dismantling, or serving of any vehicles, equipment, materials, or supplies.
- D. Design. The following requirements shall apply to off-street parking lots or areas.
1. Grading. Off-street parking lots or areas shall be graded for proper drainage and provided with bituminous asphalt or concrete material capable of carrying a wheel load of four thousand pounds maintained at all times in such a manner as to prevent the release of dust and to be free of dust, trash, and debris.
 2. Entrances and Exits. Off-street parking lots or areas shall be provided with entrances and exits not less than twelve feet in width for each direction of traffic and so located as to minimize traffic congestion. Except on residential lots, each off-street parking space shall open directly upon an aisle or driveway at least twelve feet wide for each direction of traffic or such additional width and design as to provide safe and efficient means of vehicular access to such parking space. All off-street parking facilities shall be designed with appropriate means of vehicular access to a street or alley in a manner which will least interfere with traffic movement.
 3. Perimeter Curbing. Off-street parking lots or areas shall provide curbing along perimeter of the parking area and along any interior island.
 4. Sight Clearance. At points of ingress and egress for off-street parking areas, no structure, parked vehicle, sign, or plant material shall obstruct a clear path of motor vehicle driver's vision of approaching vehicles within a triangular square determined by a diagonal line connecting two points measured seventy five feet equidistant from the point of intersection with the centerlines of the road and the points of ingress and egress.
 5. Pavement and Curbing Limitations. Off-street parking lots or areas shall have no pavement or curbing located closer than five feet in non-residential areas and two feet in residential areas from any property line unless it can be specifically demonstrated that the intent is to extend the parking to adjoining properties. A plan must be submitted and approved during the review process that shows how the extension of parking will occur.
 6. Driveways for Single-Family Homes. Driveways for single-family homes shall not be less than nine feet in width or more than thirty feet in width.
 - a. The maximum width of curb cuts for single-family home driveways shall be thirty (30) feet.
 - b. No more than fifty percent of the area in front of the building setback line of a single-family home may be covered by pavement in the R-5 and R-6 Zoning Districts, unless a circle drive is utilized.
 - c. No more than thirty three percent of the area in front of the building setback line of a single-family home may be covered by pavement in the R-1, R-2, R-3 and R-4 Zoning Districts, unless a circle drive is utilized.

- d. No more than thirty percent of the area in front of the building setback line of a single-family home in the A-1 and E-1 Zoning Districts may be covered by pavement, regardless of whether or not a circle drive is utilized.
 - e. Circle drives may be utilized only where adequate lot width is available on lots fronting on heavily traveled roadways or other special cases, as determined to be beneficial to traffic safety, aesthetics or other important considerations, by the Zoning Official.
 - f. Site plans drawn to scale delineating circle driveway configuration shall be submitted to the Zoning Official as part of a request to obtain approval for a circle drive.
 - g. Where a driveway leads to a garage, the width of the driveway shall not exceed the width of the garage.
- E. Lighting.** Where hazards exist which can be eliminated or lessened by lighting, such lighting shall be required at such hours and in such a manner as deemed unnecessary in the interest of public safety and security. Such lighting facilities shall be so arranged that they neither unreasonably disturb occupants of adjacent residential properties nor interfere with traffic.
- F. Attendant Shelters.** Attendant shelters may not have more than one attendant shelter building and such shelter shall conform to all setback requirements for structures in the district in which it is located.
- G. Size.**
- 1. Except for parallel parking spaces, each required off-street parking space shall be at least nine feet in width and at least twenty feet in length, exclusive of access drives or aisles, ramps, columns, or office or work space. Such space shall have a vertical clearance of at least seven feet and shall be measured at right angles to the axis of the vehicle.
 - 2. For parallel parking, the length of the parking space shall be increased to twenty-four feet; an overhang over bumper guards, wheel guards, curbing or paving of two feet shall be allowed to be counted towards the required twenty-foot length of parking spaces. In such cases, walks or green spaces that are covered by the two feet of overhang shall be required to have an additional two feet of width.
- H. Special Location Requirements.** No parking shall be permitted in any cross access driveways or frontage roads.

9-16-5 Computation of Required Spaces.

- A. Basis for Computation.** The total number of required parking spaces shall be based upon the parking requirement stated for the principal use of the zoning lot in question except that where residential uses and non-residential uses occupy the same zoning lot, the number of parking spaces for the residential uses shall be calculated separately from, and in addition to, the parking requirements for the non-residential uses.
- B. Fractional Spaces.** When determination of the number of required parking spaces results in the requirement of a fractional space, any fraction shall require one additional parking space.
- C. Bench Seating.** In places of assembly in which patrons or spectators occupy benches, pews, or other similar seating facilities, each twenty-two inches of such seating facility shall be counted as one seat for the purpose of determining the requirement for off-street parking facilities under this Title, except

that when the structure has no design capacity the maximum number present at any one time shall govern.

9-16-6 Stacking Requirements for Drive-Through Facilities.

Every drive-through facility shall provide stacking spaces in the amount prescribed below. The stacking spaces shall be designed so to not interfere with the ingress and egress of the off-street parking provided on the site.

Type of Use	Total Stacking Spaces Required
Automated Teller	3
Bank Teller	4
Car Wash Automated	6
Car Wash Non-automated	3
Gas Stations	2
Pharmacies	3
Restaurants	6

9-16-7 Specific Requirements.

The requirements for off-street parking are set forth below.

Residential Uses	Number of Spaces Required
Dwellings, Single Family Detached	2 spaces per dwelling unit
Two Family; and Townhouses (single family attached)	2 spaces per dwelling unit, , plus 0.5 spaces per/du for guest parking
Dwellings, Multiple Family	2 spaces per dwelling unit, plus 0.5 spaces per/du for guest parking

Institutional Uses	Number of Spaces Required
Auditorium, theater (not including outdoor theater) or other place of assembly	1 space for every 5 seats.
Colleges or Universities	1 space for every 4 students based on maximum enrollment.
Assisted Living Facilities	1 space per 1,000 square feet of gross floor area.
Independent Living Facilities	1 space per 1,000 square feet of gross floor area.
Child Care Facilities	4 space per 1,000 square feet of gross floor area.
Hospitals	4 space per 1,000 square feet of gross floor area.
Places of Worship	1 space for every 6 seats in the main auditorium, sanctuary, nave or similar place of assembly and other rooms (gymnasiums, classrooms, offices) which are to be occupied simultaneously.
Schools - Elementary	1 space for each classroom, plus 1 space per 200 Sq. Ft of area devoted to offices.
Schools- High school	1 space for each classroom, plus 1 space per 200 Sq. Ft of area devoted to offices, plus 1 space for every 6 students based on maximum enrollment.
Billiard Halls	2 spaces per billiard table
Bowling Alleys	4 space per 1,000 square feet of gross floor area.
Children Indoor Amusement Parks	1 space for every 125 sq. ft. of gross activity area.
Community or Recreation buildings	1 space for every 200 sq. ft. of gross activity area.
Cultural Institutions	1 space for every 300 sq. ft. of gross floor area.

Institutional Uses (continued)	Number of Spaces Required
Golf Courses and Driving Ranges	1 space for every 200 sq. ft. of gross floor area in any building , plus 1 space for every 2 practice tees in the driving range, plus 4 spaces for each green.
Gymnasiums, Health Clubs and Pools - indoors	1 space for every 300 sq. ft. of gross floor area,
Libraries	1 space for every 750 sq. ft. of gross floor area.
Parks - outdoor	A minimum of 2 spaces, plus 1 space for every 1/2 acre.
Taverns or Clubs	1 space for every 150 sq. ft. of gross floor area.
Theaters - indoor	1 space for every 5 seats.
Theaters - outdoor	1 space per ten percent of designed capacity.

Commercial and Office Uses	Number of Spaces Required	
Automotive Fuel Stations	2 spaces per pump, plus 1 space for every 200 sq. ft. of accessory retail.	
Automotive Repair Shops	2 spaces per service bay, plus 1 space for every 200 sq. ft. of accessory retail.	
Automotive Sales Lots	1 space for every 200 sq. ft. of gross floor area, plus 1 spaces for every 10 vehicle display spaces.	
Banks and Financial Institutions	1 space for every 250 sq. ft. of gross floor area.	
Bed and Breakfast Establishments	1 space per guest room.	
Camp grounds	1 space for every 2,000 sq. ft. of gross land area.	
Car Washes	2 spaces for each self-service or manual washing rack or bay, plus 4 staging spaces.	
Funeral Homes	1 space for every 4 seats in each chapel or parlor, plus 1 space for every company vehicle. However, in no event shall the use provide less than 50 spaces.	
Furniture and Appliance Stores	1 space for every 500 sq. ft. of gross floor area.	
Groceries	1 space for every 250 sq. ft. of gross floor area.	
Hotels or Motels	1 space per guest room, plus 1 space per 200 sq. ft of area devoted to public meeting areas and offices.	
Laundromats	1 space for every 100 sq. ft. of gross floor area.	
Medical and Dental Offices	1 space per 250 square feet of gross floor area.	
Nurseries, Building Material yards, Equipment Rental, and similar uses	1 space for every 500 sq. ft. of gross floor area.	
Offices	1 space per 250 square feet of gross floor area.	
Outdoor recreational facilities	1 space per 5,000 square feet of gross floor area, plus 1 space per 75 square feet of gross floor area devoted to swimming pools.	
Restaurants		
	Class A	1 space for every 100 sq. ft. of gross floor area.
	Class B	1 space for every 75 sq. ft. of gross floor area.
Retail Establishments	1 space per 250 square feet of gross floor area.	
Rooming or Boarding Houses	1 space per guest room.	
Service Establishments	1 space per 250 square feet of gross floor area.	
Shooting Gallery/Gun Range, Indoor	1.5 spaces per shooting lane.	
Trade or Commercial Schools	1 space for each employee, plus 1 space for each 2 students based on maximum enrollment.	

Industrial Uses	Number of Spaces Required
Industrial and Manufacturing Uses	2 spaces per every 3 employees, plus 1 space per company vehicle.
Utility and Service Buildings and Uses	2 spaces per every 3 employees, plus 1 space per company vehicle.
Warehousing and Wholesaling	2 spaces per every 3 employees, plus 1 space per company vehicle.

9-16-8 Specific Requirements for the Traditional Downtown District (C-4).

The following parking requirements shall supersede the requirements set forth above in Section 9-16-7 for the uses listed below. In addition, all uses established in the C-4 Traditional Downtown District shall receive a bonus of 2,500 square feet. Therefore, no off-street parking shall be required for the first 2,500 square feet of a use in the C-4 Traditional Downtown District.

Uses	Number of Spaces Required
Banks and Financial Institutions	1 space for every 1,250 sq. ft. of gross floor area.
Community or Recreation buildings	1 space for every 500 sq. ft. of gross floor area.
Cultural Institutions	1 space for every 600 sq. ft. of gross floor area.
Dwellings	1.5 per dwelling unit
Groceries	1 space for every 500 sq. ft. of gross floor area.
Medical and Dental Offices	1 space per 1,000 sq. ft. of gross floor area.
Offices	1 space per 1,000 sq. ft. of gross floor area.
Restaurants	
Class A	1 space for every 100 sq. ft. of gross floor area.
Class B	1 space for every 100 sq. ft. of gross floor area.
Retail Establishments	1 space per 250 square feet of gross floor area.
Service Establishments	1 space per 250 square feet of gross floor area.
Taverns or Clubs	1 space per 250 square feet of gross floor area.

9-16-9 Mobility-Impaired Accessible Parking.

The Village encourages all developments that serve the public to provide parking facilities that are accessible to people with disabilities. In accordance with this goal, accessible parking shall be provided for any building or use initiated after the effective date of this Title according to the following minimum requirements and any further requirements hereafter adopted by federal, state, or local law.

A. Required Spaces. Accessible parking spaces shall be provided at the rate listed below.

Total Off-Street Parking Spaces Provided	Accessible Spaces Required
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1,000	2% of total parking spaces provided
over 1,000	20 plus 1 space for each 50 parking spaces over 1,000

B. Design and Layout of Accessible Parking Spaces.

1. Accessible Parking Spaces Size. Each accessible parking space shall be sixteen feet in width and twenty feet in length.
2. Accessible Parking Spaces Location. Each accessible parking space shall be located in close proximity to the most accessible entrance of the principal building.
3. Maximum Slope. The ramp from the access aisle to the sidewalk or other transition to the principal use shall not exceed a slope of 1:12.
4. Vertical Clearance. The vertical clearance for accessible parking spaces shall be no less than eight feet and two (2) inches, and the vertical clearance for passenger loading zones shall be no less than nine feet six and six inches.
5. Signage And Marking. All accessible spaces shall be designated by the international access symbol. Signs shall be placed a minimum of five one half feet above ground level so as not to be obscured by parked vehicles. The mobility-impaired symbol shall also be painted on the ground to the rear of the parking space.

PART B - OFF-STREET LOADING**9-16-10 General Requirements.**

- A. Location. The following requirements shall pertain to the location of loading berths.
1. All required loading berths shall be located on the same zoning lot as the use served.
 2. All loading berths which abut a residential district or an intervening alley separating a residential district from a business or industrial district shall be completely screened therefrom by building walls or by a uniformly solid fence, wall, or door, or densely-planted, mature shrubbery or any combination thereof, not less than five feet in height.
 3. No permitted or required loading berth shall be located within thirty feet of the nearest point of intersection of any two streets.
 4. No loading berth shall be located in a required front yard and any loading berth located in a required rear yard may be open to the sky.
 5. No pavement or curbing shall be located closer than five feet from any property line unless it can be specifically demonstrated that the intent is to extend the loading to adjoining properties.
 6. A plan must be submitted and approved during the review process that shows how the extension of loading will occur.
- B. Size. Unless otherwise specified, a required off-street loading berth shall be at least twelve (12) feet in width by at least forty feet in length, exclusive of aisle and maneuvering space, and shall have a vertical clearance of at least fifteen (15) feet.
- C. Access. Each required off-street loading berth shall be designed with appropriate means of vehicular access to a street or alley in a manner which will least interfere with traffic movement, and shall be subject to approval by the Zoning Official.
- D. Surfacing. All open, off-street loading berths shall be surfaced with a bituminous asphalt or concrete material capable of bearing a live load of two hundred (200) pounds per square foot.
- E. Repair and Service.
1. Residence Districts. No motor vehicle repair work or service of any kind shall be permitted in conjunction with loading facilities provided in any residence district.
 2. Commercial Districts. No motor vehicle repair work or service of any kind shall be permitted in conjunction with loading facilities provided in commercial districts, except emergency repair service necessary to start vehicles.
 3. Industrial Districts. No motor vehicle repair work or service of any kind shall be permitted in conjunction with loading facilities provided in an industrial district if such loading facilities are within five hundred feet of a residence district. Washing of accessory vehicles and emergency service required to start vehicles shall be permitted.
- F. Utilization. Space allocated for off-street loading use shall not, while so allocated, be used to satisfy the space requirements for any off-street parking facilities or portions thereof.

G. Central Loading. Central loading facilities may be substituted for loading berths on the individual zoning lots provided the following conditions are fulfilled:

1. Each zoning lot serviced shall have direct access to the central loading area without cross streets or alleys at-grade.
2. Total off-street loading berths provided shall meet the minimum requirements herein specified based on the sum of the several types of uses served. (Areas of types of uses may be totaled before computing number of loading berths.)
3. No zoning lot served shall be more than five hundred (500) feet removed from the central loading area.
4. The tunnel or ramp connecting the central loading area with the zoning lot served shall not be less than seven (7) feet in width and have a clearance of not less than seven (7) feet.

H. Minimum Facilities. Uses for which off-street loading facilities are required herein, but which are located in buildings of less floor area than the minimum prescribed for such required facilities, shall be provided with adequate receiving facilities accessible by motor vehicle off any adjacent alley, service, drive, or open space on the same lot.

9-16-11 Specific Requirements.

The requirements for off-street loading facilities shall be as follows:

Use Type		Number of Spaces Required
Residential		
	10,000 - 100,000 sq.ft. of gross floor area	1 loading space
	Each additional 100,000 sq.ft. of gross floor area	1 loading space ⁽¹⁾
Planned Developments:		Provided on the basis of the required berths for each individual use.
Retail		
	10,000 - 75,000 sq.ft. of gross floor area	1 loading space
	Each additional 75,000 sq.ft. of gross floor area	1 loading space ⁽¹⁾
General Commercial		
	7,000 - 50,000 sq.ft. of gross floor area	1 loading space
	Each additional 50,000 sq.ft. of gross floor area	1 loading space ⁽¹⁾
Office		
	30,000 - 100,000 sq.ft. of gross floor area	1 loading space
	Each additional 100,000 sq.ft. of gross floor area	1 loading space ⁽¹⁾
Institutional and Recreational		
	10,000 - 75,000 sq.ft. of gross floor area	1 loading space
	Each additional 75,000 sq.ft. of gross floor area	1 loading space ⁽¹⁾
Industrial		
	7,000 - 50,000 sq.ft. of gross floor area	1 loading space ⁽¹⁾
	50,000 - 100,000 sq.ft. of gross floor area	2 loading space ⁽¹⁾
	Each additional 100,000 sq.ft. of gross floor area	1 loading space ⁽¹⁾

Note 1 Each such loading berth shall be not less than twelve feet in width by fifty-five feet in length, exclusive of aisle and maneuvering space, and shall have a vertical clearance of at least fifteen (15) feet.