

**ARTICLE 21**  
**PARKING AND LOADING REGULATIONS**

Updated 07-22-24

**Sec. 21.01 SCOPE.**

In all Zoning Districts, off-street parking facilities for the storage and parking of self-propelled motor vehicles for the use of occupants, employees, and patrons of the buildings hereafter erected, altered or extended after the effective date of this Ordinance, shall be provided as herein prescribed. Such space shall be maintained and shall not be encroached upon so long as said main building or structure remains, unless an equivalent number of such spaces are provided elsewhere in conformance with this Ordinance.

**Sec. 21.02 LOCATION OF PARKING.**

The off-street parking required by this Chapter shall be provided in accordance with the following requirements.

- A. One and Two Family Dwellings:** The off-street parking facilities required for one and two family dwellings must be located on the same lot or plot of ground as the building they are intended to serve. Parking is limited to the driveway only and one additional parking lane may be allowed with approval of the Zoning Administrator.
- B. Multiple Family:** The off-street parking facilities for multi-family dwellings must be located on the same lot or plot of ground as the dwellings they are intended to serve, and shall consist of a parking lot as defined elsewhere in this Article. In no event shall any uncovered parking space in a multi-family district

be located nearer than ten (10) feet to any main building.

- C. Mobile Home Parks:** The off-street parking required may be located on each site or in parking lots conveniently located and readily accessible to each site. Each parking space must meet the minimum area requirements. In no event shall any uncovered parking space in a Mobile Home Park be located nearer than ten (10) feet to any main building.
- D. Other Land Uses:** The off-street parking required may be located on each site or in parking lots conveniently located and readily accessible to each site. Each parking space must meet the minimum area requirements and meet any other engineering standards deemed necessary by the Planning Commission.
- E. Front Yard Limitations:**
  - 1. No more than two rows of off street parking shall be located within the front yard for the following zoning districts and uses subject to the parking lot setback regulations of the Zoning District in which it is to be located. The front yard is defined as the area between the principal building and the front line across the entire width of the lot.
    - a. All commercial zoning districts.
    - b. All commercial and non-residential uses allowed in a Planned Unit Development zone.

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- c. All permitted non-residential uses which are located on parcels with frontage on Lake Michigan Drive (M-45).

By limiting the number of parking spaces allowed in the front yard developments will become more pedestrian friendly, create a development façade with high quality aesthetically pleasing buildings, become community and neighborhood connected both physically and socially, give lasting value to the quality of life of the township residents, and places the residents and neighborhoods ahead of the drive through vehicle traffic.

2. In certain circumstances the Planning Commission may allow Permitted and Special Land Uses to have more than two rows of parking between the building and the front lot line. In determining when such parking should be allowed the Commission shall consider the following criteria:
  - a. Whether the need for truck loading and unloading docks and maneuvering areas for trucks does not allow for required parking spaces to be located to the side or in the rear of the building;
  - b. Whether additional front yard parking would result in the preservation of a natural site feature(s);
  - c. Whether parking in the side or rear yard is impractical due to a wetland

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or steep slope or other similar natural feature.

3. For parcels located on a corner lot the above requirements shall only apply to that street which, in the opinion of the Zoning Administrator, carries the most traffic. For the remaining street the parking lot may be located in the front yard subject to the setback regulations of the Zoning District in which it is to be located.

### **Sec. 21.03 PARKING LOT PAVEMENT REQUIREMENT.**

All parking facilities shall be hard-surfaced with a pavement having an asphalt or concrete binder except those provided in subsections B through H below.

- A. Any parking facility that is not required to be constructed of hard-surface pavement of asphalt or concrete binder as set forth in subsections B through H below shall be constructed of crushed asphalt, crushed concrete, or another alternative and equally supportive and dustless surface, as determined by the Planning Commission. During site plan review, the Planning Commission has the discretion to require the non-hard-surfaced parking facility to be screened with a solid fence and or landscaping based upon a consideration of the following factors:
  1. The proximity of the parking facility to commercial uses;
  2. The proximity of the parking facility to residential uses;
  3. The proposed surface material;

- 4. The intended number of vehicle spaces and the square footage of the parking facility;
- 5. The type of vehicular use, frequency of traffic, and expected traffic volume; and
- 6. The location of the parking facility on the Lot.

**B.** Parking areas for non-residential uses in the agricultural and rural district are not required to be paved if none of the public roads adjacent to the site are paved.

**C.** Driveways and parking areas for single family or two family dwellings or agricultural uses in the agricultural and rural district or any residential district are not required to be paved unless the dwelling is located within a platted subdivision or condominium subdivision plan or project as defined by Michigan State Act 59, 1978, as amended, in which case paving shall be required.

**D.** Parking areas used temporarily for the purpose of parking cars or other vehicles to attend carnivals, fairgrounds, motocross, tractor pulls, short-term open air businesses, recreational activities, or park-n-ride transit lots are not required to be paved.

**E.** During site plan review, the Planning Commission may approve temporary exceptions to the paving requirements to accommodate project phasing or weather-related delays.

**F.** During site plan review, the Planning Commission may allow an alternative surface for a parking facility that demonstrates the use of the parking area will be characterized as low volume, infrequent, and intermittent. Low volume means an area that shall not exceed fifty percent (50%) of the required parking area. Infrequent or intermittent means a period of time not exceeding twenty-four (24) hours and no more than twelve (12) times per year.

**G.** Any parking facility that is located within the side or rear yard of a Lot and is fully screened from view from a public or private right-of-way or both, and adjacent property. When located within the side yard, the parking facility shall not be located between the midpoint of the building wall that it abuts and the road right-of-way. These parking areas shall not be used by employees, customers, visitors, or vendors.

**H.** Exempt Surfaces Not Considered Parking Facilities When Located Within the Industrial District

- 1. An outdoor processing area related to the raw processing of materials by excavators, composting operations, or similar uses. Such areas may be required to be screened to the extent practicable.
- 2. Staging areas used for equipment, trucks, trailers, or other related machinery or vehicles, when fully screened from view from a public or private right-of-way and adjacent property. Staging areas are not intended for long-term parking or

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similar storage. Storage areas shall comply with Section 16.08B of this Ordinance.

All parking areas shall be graded and drained so as to dispose of surface water which might accumulate within or upon such area, and shall be completely constructed prior to a Certificate of Occupancy being issued.

For the purposes of this Section, the words and phrases below shall mean the following:

**PARKING FACILITIES/PARKING AREA**  
– Refer to Parking Area, Space, Lot

**STORAGE** – The placement of an automobile, truck, trailer, equipment, or other related machinery or vehicles for a period in excess of seven (7) days.

*Updated 07-22-24  
Ord. No. 2024-04*

### **Sec. 21.04 PARKING LOT CONSTRUCTION REQUIREMENT**

The construction of any parking lot shall be in accordance with the requirements of this Ordinance and such construction shall be completed and approved by the Zoning Administrator before actual use of the

property as a parking lot and before a Certificate of Occupancy is issued. Plans for

the development of any parking lot must be submitted to the Zoning Administrator, prepared at a scale of not less than one (1) inch equals fifty (50) feet and indicating existing and proposed grades, drainage, pipe sizes, parking of all dimensions, type of curbing, drive and aisle dimensions, lighting, adjacent main buildings, sidewalks, landscaping, surfacing and base materials to be used, and the layout of the proposed

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parking lot. The plans are to be prepared in a presentable form by person or persons competent in such work and shall reflect conformance with the following provisions.

- A.** All illumination for or on all such parking lots shall be deflected or directed away from adjacent residential areas and roadways and shall be installed in such a manner as to allow the reduction of the amount of light on other than normal parking hours each day.
- B.** The required front yard setback area for a multi-family project shall be maintained as landscaped green area according to the requirements of Section 21A.06 herein. In cases of difficult topography, the Zoning Administrator may allow the parking lots to extend into the front setback area provided that the average of front set back areas totals at least thirty (30) feet from any public street right-of-way. In no case shall the parking lot be any closer than ten (10) feet to a public right of way.  
*Updated 7-1-18  
Ord. No. 2018-6*
- C.** **Parking Lots Abutting Residential Zone and Use.** An off street parking lot serving a non-residential use which abuts an R-1, R-2 Zone or an R-3 Zone containing single family dwellings or an area recommended for residential land use in the Township Master Plan shall be setback a minimum of 30 feet from the lot line separating the districts or uses. However, in cases where the abutting property is master planned for commercial or industrial land use the required setback may be reduced to not less than five feet if it is determined by the Planning Commission that such reduction is not likely to adversely affect

nearby residents and property. The Commission may require additional landscaping, solid fencing, a wall or other similar measures to reduce the impact of a closer parking lot on nearby residents and properties.

*Updated 2-1-16  
Ord. No. 2016-2*

**D.** Adequate ingress and egress to the parking lot, by means of limited and clearly defined drives, shall be provided for all vehicles.

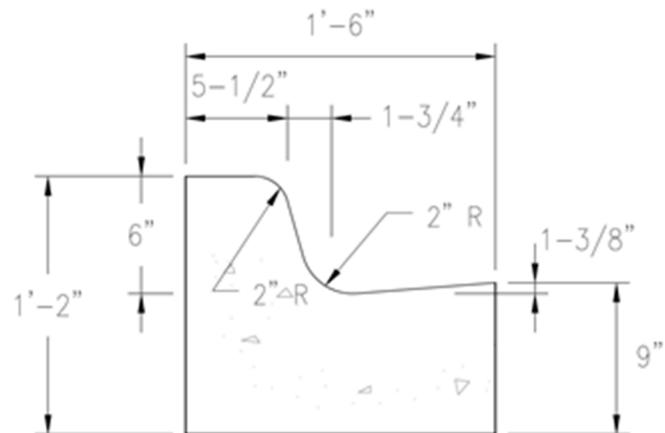
**E. Curb and Gutter Requirements**

1. For all uses within the R-4, O, GC, and C-3 Districts, and for any other commercial retail, service use, or for multi-family developments, raised concrete curb and gutter shall be provided along all paved perimeters, including but not limited to, drives, parking lots, landscaped islands, and loading areas.
2. Raised concrete curb and gutter shall be provided along all paved perimeters, including but not limited to, parking and landscaped islands, in the Front Yard for uses within the Industrial District (excluding those uses permitted by Section 16.02A of this Ordinance, where Section 21.04E1 applies).
3. All parking lot perimeters within the Industrial District shall be constructed with raised concrete curb and gutter pursuant to this Section. Uses that are exempt from these requirements include loading and unloading areas, that portion of a drive located more than 250 feet from a public or private street right-of-way, and emergency drives required by the Allendale Charter

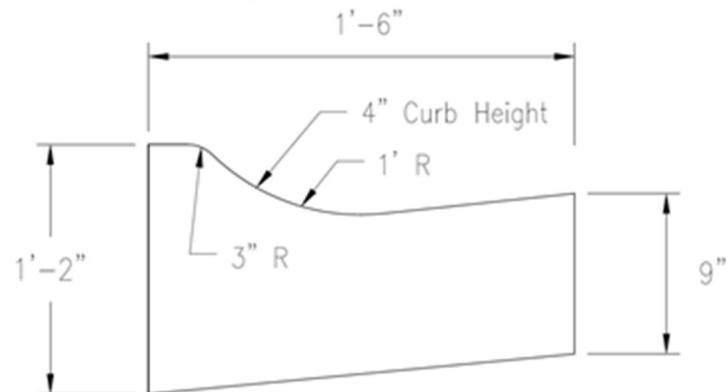
Township Fire Department for uses within the Industrial District, and non-retail or service uses such as churches, campgrounds, cemeteries, or similar uses of infrequent traffic.

4. Raised concrete curb and gutter shall contain a reveal height of at least six (6) inches and a minimum gutter width of at least twelve (12) inches. (See Figure 21-A) Where rolled curb and gutter is used, a reveal height of at least four (4) inches shall be provided. (See Figure 21-B)

**Figure 21-A**



**Figure 21-B**



*Updated 07-22-24  
Ord. No. 2024-04*

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F. Plans for the layout of off-street parking facilities shall be in accordance with the following minimum regulations set forth in Section 21.09

**Sec. 21.05 PARKING RESTRICTIONS.**

Off-street and on-street parking of vehicles shall be further restricted by the following requirements. After the effective date of this Ordinance it shall be unlawful for the owner, tenant, or lessee of any lot, parcel or tract of land in a residential district or within a platted subdivision or condominium subdivision plan or project as defined by the State of Michigan Condominium Act, Public Act 59 of 1978, as amended, to permit or allow the open storage or parking, either day or night, thereon of trucks with a capacity that exceeds one (1) ton, semi trucks and trailers, mobile homes, tractors, bulldozers, earth carriers, drag lines, cranes, steam shovels or any other equipment or machinery. It is provided, however, that the owner, tenant or lessee of a farm may openly store on the farm the machinery and equipment used on the farm; and it is further provided that equipment necessary to be parked overnight on a lot, parcel or tract of land during construction work thereon shall be accepted from this restriction.

**Sec. 21.06 TABLE OF OFF-STREET PARKING REQUIREMENTS.**

A. For the purposes of determining off-street parking and loading requirements the following provisions shall apply:

1. In mercantile establishments, usable floor area (UFA) shall mean the floor

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area used for service to the public. It shall not include floor area used for storage or the processing and packaging of merchandise where it is carried on in a room in which service to the public is not involved.

2. Gross floor area (GFA) shall include usable floor area devoted to storage, processing, packaging, and utilities.
3. In hospitals, bassinets shall not be counted as beds.
4. Where benches, pews, or other similar seating facilities are used as seats, each twenty-four (24) inches of such seating facilities shall be counted as one (1) seat.

B. The amount of required off-street parking spaces by type of use shall be determined in accordance with the following tables.

<b>USE</b>	<b>REQUIRED NO. OF PARKING SPACES</b>	<b>PER EACH UNIT OF MEASURE AS FOLLOWS:</b>
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**RESIDENTIAL**

One and two family	2	Per each dwelling unit
Multiple family and attached single family	1	1 Space per each bedroom plus ten (10%) percent of the total spaces required shall be provided as guest parking.
Mobile home parks	2	Per each mobile home unit
Boarding house	1	Per each sleeping room

**INSTITUTIONAL AND RECREATIONAL**

Churches	1	Per each four (4) seats in largest sanctuary or hall
Hospitals	1	Per each two (2) beds plus,
	1	Per staff doctor, plus
	1	Per each two (2) employees
Libraries and museums	1	Per each 400 square feet
Lodge halls, private clubs, veterans clubs	1	Per each three (3) individual members allowed within the maximum occupancy load as established by local, county or state, fire, health, or building codes.
Private tennis club, swim club, golf club, or other similar use	1	Per each two (2) member families or individuals, plus amount required for accessory uses.
Theaters, auditoriums, and assembly halls	2	Per each five (5) seats based on the maximum seating capacity in the main place of assembly therein, plus
	1	Per each two (2) employees
Convalescent homes, homes for the aged, nursing homes, children's homes	1	Per each four (4) beds, plus
	1	Per each staff doctor, plus
	1	Per each two (2) employees
Stadiums and sports areas	1	Per each four (4) seats or eight (8) feet of bench

**BUSINESS AND COMMERCIAL**

Animal hospitals and kennels	1 1	Per each 400 square feet UFA, plus Per each two (2) employees
Auto salesrooms, wholesale stores, machinery sales, other similar uses	1 1	Per each 300 square UFA, plus Per each employee
Auto garages, auto repair shops, collision or bump shops, or other similar uses	1 1 2	Per each 800 square UFA, plus Per each two (2) employees computed on the basis of the maximum number of employees on duty at any one time, plus Per each stall or service area
Automobile service or filling stations	2 1 1	Per each service stall, plus Per each employee, plus Per each service vehicle
Vehicle wash establishment	1	One for each employee, plus three (3) additional spaces.
Barber shops	2	Per each barber
Beauty shops	3	Per each beauty operator
Bowling alleys	6	Per bowling lane, plus amount required for accessory uses
Dance halls, exhibition halls, pool halls, billiard parlors, and assembly halls without fixed seats	1 1	Per each two (2) persons allowed within the maximum occupancy load as established by local, county or state fire, health, or building codes, or Per each 100 square feet
Drive-in restaurants or similar drive-in uses for the sale of food, beverages, or refreshments	1	Per each 50 square feet GFA, plus Per each three (3) employees with a minimum total of 40 parking spaces
Drive-in theater	1 1	Per each outdoor speaker facility, plus Per each two (2) employees
Furniture, appliances and household equipment, repair shops, hardware stores, and other similar uses	1 1	Per each 800 square feet of UFA, plus Per each two (2) employees
Laundromat, coin operated dry cleaning establishment	1	Per each two (2) washing and dry cleaning machines
Miniature or "Par 3" golf course	2 1	Per each hole, plus Per each two (2) employees
Mortuary establishments, funeral homes, undertaking parlors	1	Per each 50 square feet of parlor area
Motels, hotels, tourist homes	1	Per each guest bedroom, plus one (1) per each employee, plus amount

		required for accessory uses
Open air business (not otherwise provided for herein)	1	Per each 800 square feet lot area used of said business
Personal service establishment (not otherwise provided for herein)	1	Per each 300 square feet of UFA, plus
	1	Per each two (2) employees
Restaurants and other establishments (other than drive-in restaurants) in which is conducted the sale and consumption on the premises of food, beverages, or refreshments	1	Per each three (3) persons allowed within the maximum occupancy load as established by local, state or county fire, health or building codes, plus
	1	Per each three (3) employees, or
	1	Per each 70 square feet UFA, plus
	1	Per each three (3) employees (whichever is greater)
Retail stores, except as otherwise specified herein	1	Per each 200 square feet of GFA, plus
	1	Per each three (3) employees
Roadside stands	5	Per each establishment

**OFFICES**

Banks (other than drive-in banks), post offices	1 1	Per each 200 square feet UFA, plus Per each employee
Business and professional offices	1	Per each 300 square feet GFA
Drive-in bank	4	Standing spaces per each outside teller access, plus normal requirements for banks
Medical clinic and dental clinic	4 1	Per each staff or visiting doctor, plus Per each employee

**INDUSTRIAL** *(Ord. No. 2019-5 Eff. April 14, 2019)*

Industrial or manufacturing establishments, research establishments	1 1	Per each 1 employee computed on the basis of the greatest number of persons employed at any one time, day or night, or Per each 1,000 square feet UFA (whichever is greater)
Warehouses and storage buildings	1 1	Per each 1 employee computed on the basis of the greatest number of persons employed at any one time, day or night, or Per each 1,500 square feet UFA (whichever is greater)

**Sec. 21.07 MISCELLANEOUS  
OFF-STREET PARKING PROVISIONS.**

- A. Existing Off-Street Parking at Effective Date of Ordinance:** Off-street parking existing at the effective date of this Ordinance which serves an existing building or use, shall not be reduced in size to less than that required under the terms of this Ordinance.
- B. Fractional Requirements:** When units or measurements determining number of required parking spaces result in requirement of a fractional space, any fraction up to, and including one-half (1/2) may be disregarded and fractions over one-half (1/2) shall require one (1) parking space.
- C. Requirements for a use not mentioned:** shall be the same for that use which is most similar to the use not listed, as determined by the Zoning Administrator.
- D. Additional parking:** shall be provided and maintained in proper ratio to any increase in floor area or building use capacity.
- E. Mixed uses:** In the case of mixed uses in the same building, the total requirements for off-street parking and loading shall be the sum of the requirements for the separate individual uses computed separately.

**F. Joint or collective provision of off-street parking:** for buildings or uses on two or more properties shall not be less than the sum of the requirements for the participating individual uses computed separately.

**G. Unlawful use of off-street parking or loading area:** It shall be unlawful to use any of the off-street parking or loading area established to meet the requirements of this Ordinance for any purpose other than the parking of licensed vehicles or loading or unloading of necessary service trucks.

**Sec. 21.08 OFF-STREET LOADING REQUIREMENTS.**

On the same premises with every building or part thereof, erected and occupied for manufacturing, storage, warehouse, goods display, department store, wholesale, market, hotel, hospital, laundry, dry cleaning, or other similar use involving the receipt or distribution of vehicles, material or merchandise, there shall be provided and maintained on the lot adequate space for standing, loading and unloading services in order to avoid undue interference with street or parking areas.

Such loading and unloading space, unless completely and adequately provided for within a building, shall be a minimum area of ten (10) feet by twenty-five (25) feet with fourteen (14) foot height clearance, and shall be provided according to the following schedule:

<u>GROSS FLOOR AREA IN SQUARE FEET</u>	<u>LOADING AND UNLOADING SPACES REQUIRED IN THERMS OF SQUARE FEET OF GROSS FLOOR AREA</u>
0 – 2,000	None
2,000 – 20,000	One space
20,000 – 100,000	One (1) space plus One (1) space for each 20,000 square feet in excess of 20,000 square feet.
100,000 – 500,000	Five (5) spaces plus one (1) space for each 40,000 square feet in excess of 100,000 square feet.
Over 500,000	Fifteen (15) spaces plus one (1) space for each 80,000 square feet in excess of 500,000 square feet.

Double count. Off-street loading space areas shall not be construed as, or counted towards, the supplying of area required as off-street parking space area.

### Sec. 21.09 MINIMUM SIZE AND ACCESS.

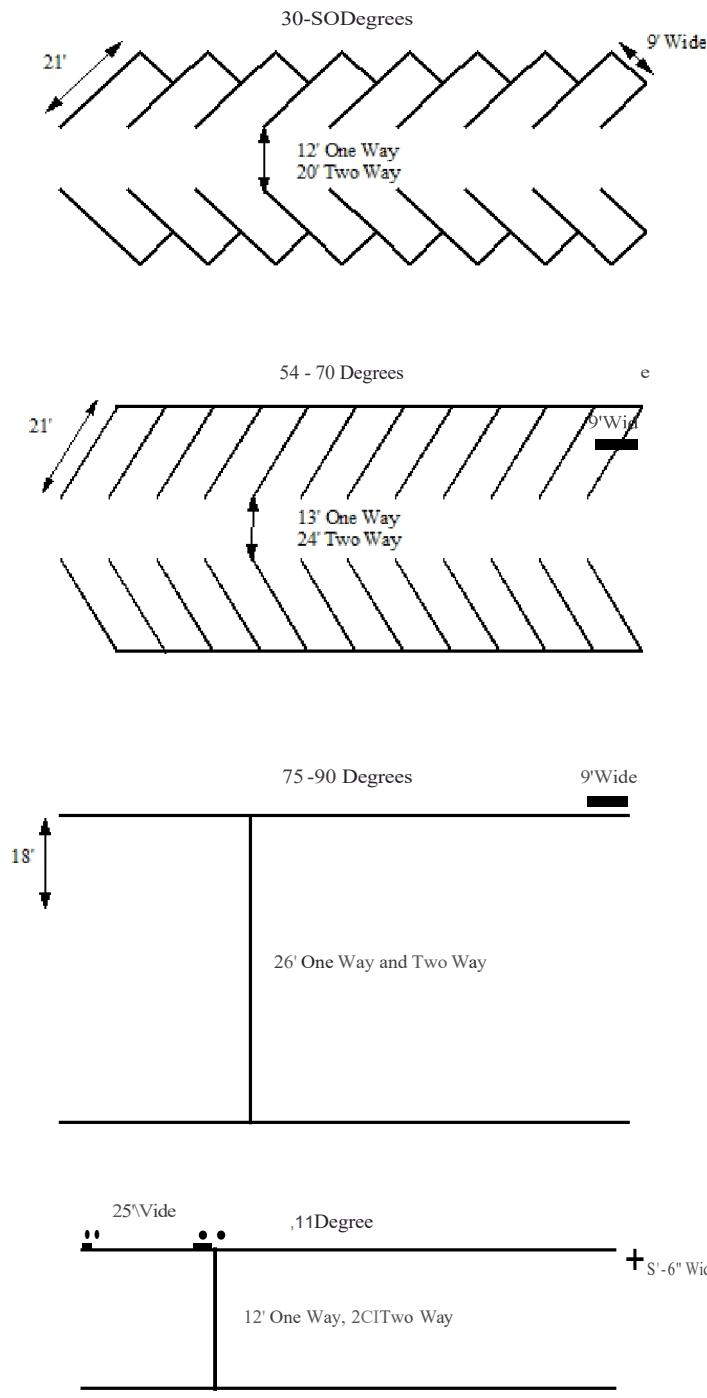
All parking spaces along with parking aisles shall be designed to meet the following minimum standards: (See also Figure 21-1)

*(Ord. # 2016-11, Eff. 8-1-2016)*

Parking Pattern	Maneuvering Lane Width		Min Parking Space Width 1	Min Parking Space Length 2
	One Way	Two Way		
0 degree (parallel parking)	12 ft.	20 ft.	8 ft.	25 ft.
30-50 degrees	12 ft.	20 ft.	9 ft.	21 ft.
54-70 degrees	13 ft.	24 ft.	9 ft.	21 ft.
75-90 degrees	26 ft.	26 ft.	9 ft.	18 ft.

<sup>1</sup> Measured perpendicular to the longitudinal space centerline.

<sup>2</sup> Measured along the longitudinal space centerline.

**FIGURE 21-1 MINIMUM PARKING LOT DESIGN REQUIREMENTS**

**Section 21.10 Deferred Parking**

In order to avoid excessive amounts of impervious surface ad to allow for an opportunity to provide parking which meets the demonstrated needs of a proposed use, the Planning Commission may approve a site plan for which the applicant requests to defer installing a portion of the minimum number of parking spaces required herein according to the following requirements:

- A.** The applicant must provide written evidence to the Planning Commission that the parking proposed to be installed on the site for the proposed use is sufficient to meet the parking needs of those who will patronize the use as well as the parking needs for employees during the largest working shift. Such evidence may consist of:
  - 1. Arrangements for nearby shared parking;
  - 2. Evidence that the proposed use will also be patronized by pedestrians or by those using bus service;
  - 3. Evidence from the parking history of the proposed use or a use similar to the proposed use at other locations.
- B.** The site plan shall illustrate the location and layout of the required number of parking spaces which are being requested for deferred installation to verify that there is sufficient space on the site for the required parking to be provided if it becomes necessary at a later time.
- C.** If a site plan is approved to allow fewer parking spaces than required by Section

21.06.B above such parking plan shall only apply to the stated use. Any other use of the site shall comply with the requirements of Section 21.06.B before an occupancy permit is issued or such use shall first obtain approval from the Planning Commission in accordance with the requirements of this Section 21.10 before an occupancy permit is issued.

- D.** The number and location of parking spaces deferred by the Planning Commission shall be installed by the property owner if the Zoning Administrator, upon review of the parking conditions on the site, determines that the parking is needed. The Zoning Administrator shall send a written notice of the need to install the deferred parking spaces to the property owner who must install the deferred spaces within six months of the date of the letter. Failure to comply with this order shall be deemed a violation of this Zoning Ordinance and subject to the Township Civil Infraction Ordinance.

**Updated 9-7-13**  
**Ord. #2013-17**

**Updated 2-1-16**  
**Ord. #2016-2**

**Updated 8-1-16**  
**Ord. #2016-11**

**Updated 7-1-18**  
**Ord. #2018-6**

**Updated 4-14-19**  
**Ord. # 2019-5**

**Updated 9-1-19**  
**Ord. # 2019-10**

**Updated 07-22-24**  
**Ord. #2024-04**