



JANUARY 16, 2018

ALPHARETTA CITY HALL
COUNCIL CHAMBERS
2 PARK PLAZA
6:30 PM

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE TO THE FLAG**
- IV. OATH OF OFFICE**
 - A. Board Of Zoning Appeals: Hunter Beach**
 - B. Planning Commission: Candy Waylock**
- V. NEW BUSINESS**
 - A. Memorandum of Understanding: Joint Narcotics Task Force With Johns Creek And Forsyth County**
- VI. WORKSHOP**
 - A. PH-17-37: UDC Changes Downtown Parking**
- VII. PUBLIC COMMENT**
- VIII. REPORTS**
- IX. ADJOURNMENT**



STAFF REPORT

Submitting Department: Public Safety

Submitted By: Will Merrill

Meeting Date: January 16, 2018

I. AGENDA ITEM TITLE:

MEMORANDUM OF UNDERSTANDING: JOINT NARCOTICS TASK FORCE WITH JOHNS CREEK AND FORSYTH COUNTY

II. RECOMMENDATION:

Approve the Memorandum of Understanding (MOU) between the Cities of Alpharetta, Johns Creek and Forsyth County to form and operate a Task Force for the investigation of narcotic and vice crimes, and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: YES

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: YES

TOTAL PROJECT COST: NO ADDED COSTS.

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>

IV. REPORT IN BRIEF:

The cities of Alpharetta, Johns Creek and Forsyth County have formulated the creation of a joint task force to handle complaints and investigate incidents of narcotics use and abuse as well as violations of vice laws and respond to, investigate and prosecute the offenders. It is the intent of this Task Force to investigate criminal offenses and to share information / intelligence derived in the cities of Alpharetta, Johns Creek and the County of Forsyth.

To formalize the relationship between the respective agencies, establish the joint task force, and define terms and mutual aid arrangements, a Memorandum of Understanding has been created. The agreement is now being presented to the governing bodies of the respective agencies for consideration of adoption.

V. ALTERNATIVES:

VI. ATTACHMENTS:

Task Force MOU

MEMORANDUM of UNDERSTANDING
INTERAGENCY AGREEMENT FOR NARCOTICS AND VICE INVESTIGATIONS FOR ALPHARETTA, JOHNS
CREEK, FORSYTH COUNTY

PURPOSE

It is incumbent on the cities of Alpharetta, Johns Creek and the County of Forsyth to identify resources to handle complaints and investigate incidents of narcotics use and abuse as well as violations of vice laws occurring within the municipalities and in Forsyth County. Accordingly, the cities of Alpharetta, Johns Creek and Forsyth County have agreed to form a Task Force to respond to, investigate and prosecute the offenders through mutual aid and the terms of this agreement within the respective jurisdictions. It is the intent of this Task Force to investigate criminal offenses and to share information/intelligence derived in the cities of Alpharetta, Johns Creek and the County of Forsyth.

Persons engaged in criminal activities and enterprises do not respect geographical jurisdictional boundaries. Therefore, membership in this Task Force is open to the Forsyth County Sheriff's Office, Alpharetta Police Department and the Johns Creek Police Department.

SECTION I

The JCAF (Johns Creek Alpharetta Forsyth) Task Force is hereby formed by agreement of the Chief Law Enforcement Officials of the following Departments:

1. Alpharetta Department of Public Safety
2. Forsyth County Sheriff's Office
3. Johns Creek Police Department

Membership in this Task Force is open to any agency voted on and approved by the Board of Directors. Associate membership in the Task Force is authorized for other local, state or federal entities as approved by the Board. The District Attorney of Forsyth County and Fulton County or their designee, shall sit on the board in a non-voting capacity to provide assistance to the Board.

Members assigned to the task force shall be dual sworn as Forsyth County and or Fulton County Deputies to assist in legal authority to perform actions related to criminal investigations outside of their primary jurisdictions.

SECTION II

The Chief Law Enforcement Officials, of the above three entities, shall comprise the Board of Directors of the Task Force and shall direct the operations of said Task Force. The head of any other approved law enforcement entity shall assume a seat on the Board once approved by the sitting Board. The addition of new agencies shall create a need for a new quorum to be established. The Chief of the Alpharetta Department of Public Safety shall serve as the Chairman of the Board for a term of two years at the inception of the Task Force; and at the first meeting the board members may elect a vice-chair and secretary at their discretion. The Board shall convene quarterly at 10:00 a.m. at a location to be announced by the Chair at least one week prior to the meeting.

Other meetings will be held at a time and location specified by the Chairman upon adequate notice to the other Board members. Attendance by two members of the Board shall constitute a quorum and are authorized to conduct business on behalf of the entire Board, with the exception of real estate transactions which shall require all members to be present.

Due to the complexity of schedules maintained by the board members, it shall be allowable for the Chair to call for an e-vote by means of email on items deemed time sensitive.

SECTION III

Each participating organization or Office shall agree to provide full funding for each of their own employees assigned, for salary, overtime, state and federal benefits prescribed by the parent of organization or Office, personal equipment, automobile costs, legal representation and miscellaneous costs incurred by the employees assigned to the Task Force.

Rental or capital costs for office space, utilities, shared technical equipment, telecommunications, internet, and miscellaneous office supplies shall be at an agreed upon 1/3 shared costs by each of the three originating agencies or Office. Future considerations of additional member agencies will necessitate an agreement by all involved agencies or Office's to new sharing percentages. Prior to any acquisition or lease of real property, the Board will require a unanimous vote of the members' subject to approval of the municipal party's board or legal entity approval process.

Each agency or Office will maintain all seizures and forfeitures occurring in their primary jurisdictions or home agency jurisdiction. Any seizures or forfeiture will be placed into the agencies existing State Asset Seizure Fund of the primary jurisdictional agency. Seizures and asset forfeiture upon award will be distributed at 1/3 of the award to each agency after prosecutorial and related miscellaneous expenses are paid. All payments shall be made with 45 days of final award. Any seizure made outside of an agency or Office home jurisdiction will be made at the discretion of the Task Force commander and shall result in any award being placed into the existing state seizure fund of the Forsyth County Sheriff's Office where upon final award, the amount will be split evenly at 1/3 shares between the three Task Force agencies once prosecutorial and miscellaneous fees and awards are deducted. Acceptance of new member agencies into the Task Force will require unanimous approval of a new sharing percentage.

Custody of all records, checkbooks and funds shall remain with the Task Force Administrative Assistant, and may be assigned to an accountant. Said accountant shall monitor all funds or seized assets and maintain accounting records as required and/or recommended by the Board. The Administrative Assistant shall submit such records for audit by a CPA firm or other qualified entity selected by the Board each year. A copy of the audit shall be provided to the Board of Directors upon completion each year. The Admin Assistant and/or Commander shall be responsible for all state and federal reporting requirements.

SECTION IV

The JCAF Task Force will operate combined narcotics, vice and intelligence units within the Task Force. Captain W.C. Barrett of the Forsyth County Sheriff's Office is designated as the initial Task Force Commander and shall report to the Board. Supervisors in the unit will be designated by the Task Force Commander and approved by the Board. The total number of investigators, administrative assistants and/or analyst assigned to the Task Force will be determined at the discretion of the Chief of Law Enforcement Officer of each member agency.

SECTION V

Once constituted, the Board will establish written policies and procedures for the JCAF Task Force and shall ensure that such policies and procedures are provided to each member of the Board and each employee of the various agencies assigned to the Task Force. The Board shall review the written policies and procedures at such time as may be required for the successful operation of the JCAF Task Force and make changes or modification deemed appropriate or necessary by the Board.

SECTION VI

Should seizures occur as contemplated and authorized by the Official Code of Georgia Annotated, the civil proceedings required for the forfeiture shall be handled under the authority of the District Attorney or their designee. An officer/deputy assigned to the task force shall investigate, handle any administrative matters including preparation of documents to ensure that all seizures and forfeitures are handled and adjudicated according to law and the policy and practice of the affected District Attorney's Office. Any applicable fees will be paid from the proceeds provided in O.C.G.A. 16-13- 49.

SECTION VII

Any member of the Board of Directors or the JCAF Task Force can opt out of this agreement and participation in the Task Force by submitting a notice to separate or resign to the Board for action. The Board will act on any notice submitted in writing upon receipt of notice provided the notice is submitted at least ninety (90) days prior to the intended withdrawal from the Board or Task Force. All financial obligations less previously approved lease agreements shall terminate upon the expiration of the 90 days or specified resignation date.

Rak-Tree

Sheriff, Forsyth County

1-8-18

Date

Director, Alpharetta Public Safety

Date

Chief, Johns Creek Police Department

Date

Mayor, City of Alpharetta

Date

Mayor, City of Johns Creek

Date



STAFF REPORT

Submitting Department: Community Development

Submitted By: Kathi Cook

Meeting Date: January 16, 2018

I. AGENDA ITEM TITLE: PH-17-37: UDC CHANGES DOWNTOWN PARKING

II. RECOMMENDATION:

Consider information and recommendations provided by the City's consultant and provide feedback and direction to Staff to be used in finalizing a policy / program for consideration by City Council.

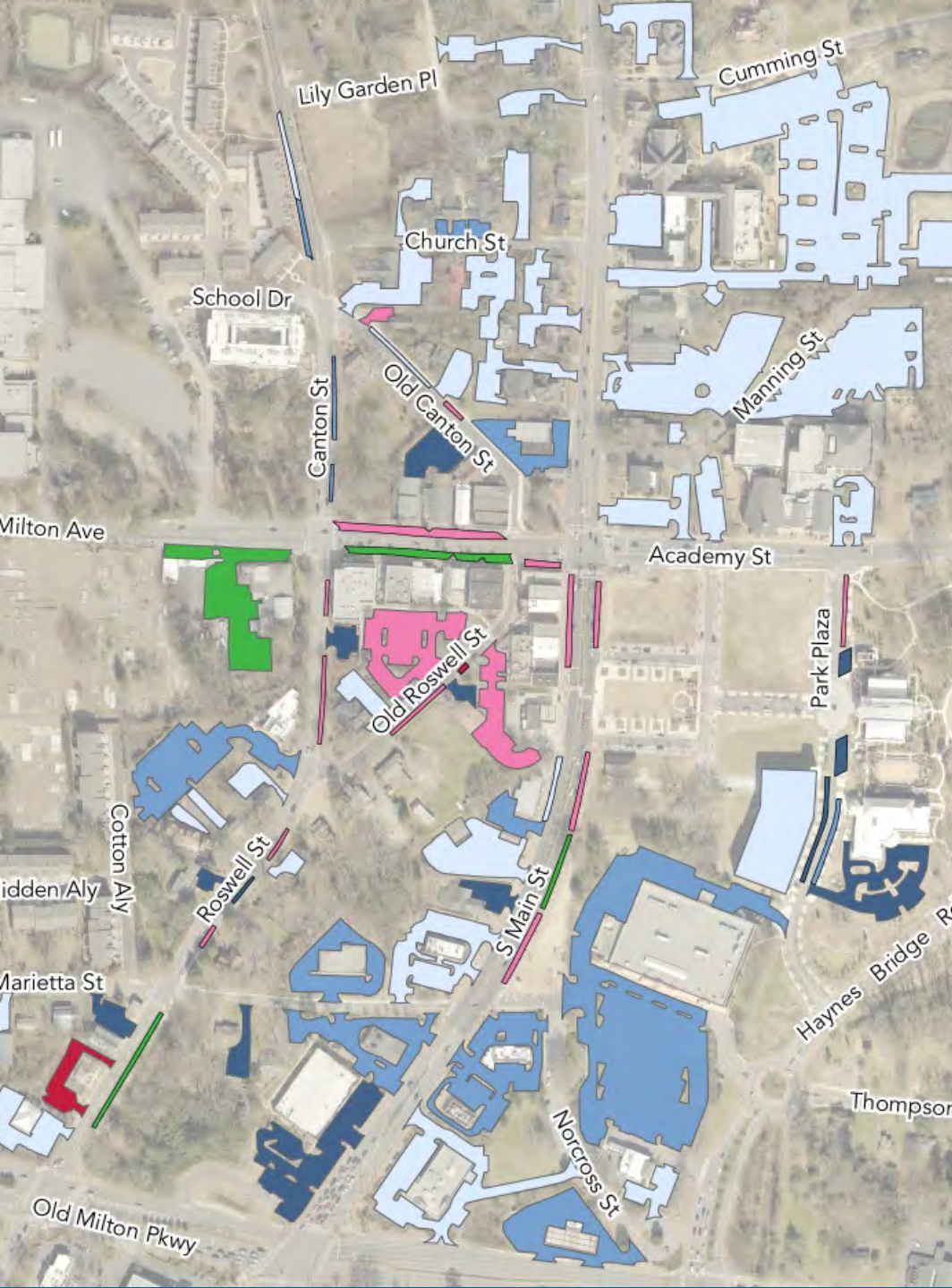
III. REPORT IN BRIEF:

The City's consultant will discuss and provide insight into their recommendations relative to code and policy approaches to improving and managing parking within Downtown Alpharetta.

IV. ALTERNATIVES:

V. ATTACHMENTS:

Consultant Presentation, Section 2.4 Proposed Edits



Downtown Alpharetta Parking Study – Code Updates

Council Work Session

January 2018



Review of December 2017 Meeting

- Council provided direction on how to move forward with the parking study

- **Code-Based Approaches**

- In-Lieu Fee Program
- Shared Parking Permission Updates

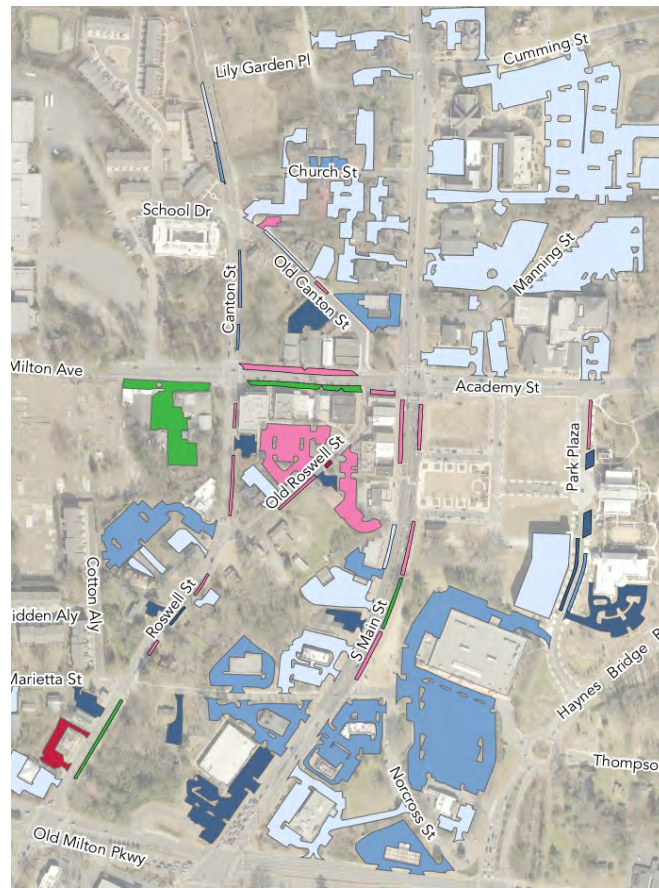
- **Management Based Approaches**

- Monitoring and Reporting, with related policy and regulation adjustments
- Milton Avenue Garage management and price
- Permit/pass program for businesses
- Validation program for customers/visitors

Proposed Updates: Sec. 2.4 Parking & Loading

New - Off-Site Parking

- Parking may be located off-site within 500 feet
 - Must be within the same or a more intense district
- Leases must be provided
 - Minimum 5 year term
- May be combined with shared parking



Proposed Updates: Sec. 2.4 Parking & Loading

New - Valet Parking

- Parking may be located off-site within 1,000 feet
 - Must be within the same or a more intense district
- Service must include an attendant to park vehicles during business hours
- Valet parking spaces must be clearly marked and signed as reserved
- May be combined with shared parking



Proposed Updates: Sec. 2.4 Parking & Loading

Shared Parking

- Parking may be shared by uses that use parking at different times of day
- Applicants must submit a shared parking analysis using the ULI Shared Parking Model
- Reductions in the number of spaces are not permitted unless the Director determines a reduction is appropriate



Proposed Updates: Sec. 2.4 Parking & Loading

New - Shared Parking

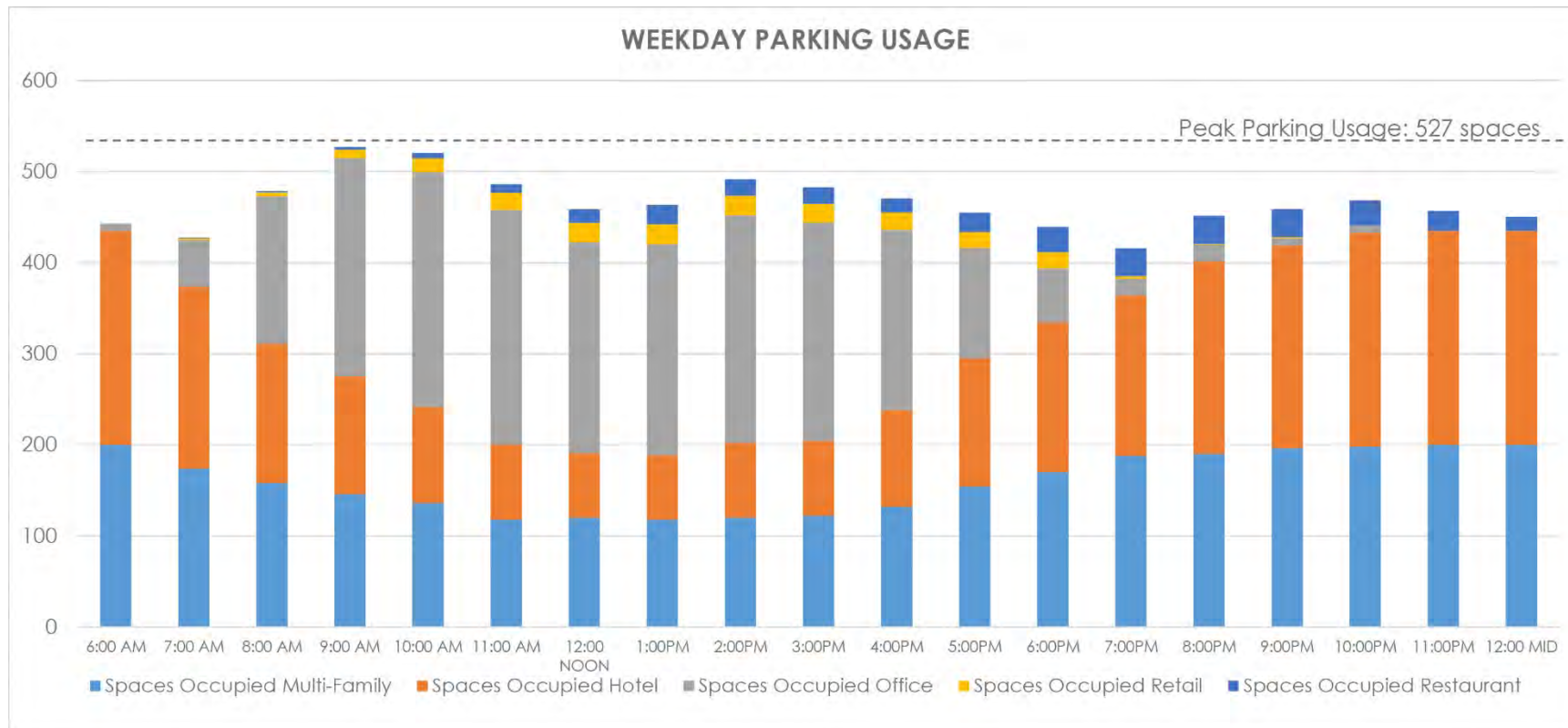
- **Step 1.** Calculate parking required per use
- **Step 2.** Calculate parking demand (per use) based on time of day (weekday + weekends)
- **Step 3.** Find the time when the most parking is demanded
- **Step 4.** Use maximum demand to determine parking supply.

Proposed Updates: Sec. 2.4 Parking & Loading

New - Shared Parking

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- **Step 4.** Use maximum demand to determine parking supply.

Proposed Updates: Sec. 2.4 Parking & Loading



Proposed Updates: Sec. 2.4 Parking & Loading

New - Parking In-Lieu Fees

- Parking in-lieu fees may be paid (instead of providing on-site parking) as approved by city council

Total Number of Required Spaces Satisfied through In-Lieu Program	Fee Per Space (applied to all spaces)
1 – 20 spaces	\$10,000
21-40 spaces	\$15,000
41-60 spaces	\$20,000
61-100 spaces	\$25,000
101 spaces and greater	\$30,000
The total in-lieu fee due is determined by first finding the “Fee Per Space” that corresponds to the “Total Number of Required Spaces Satisfied through In-Lieu Program” and then multiplying that number times the “Fee Per Space.” As an example, the total in-lieu fee due for 30 spaces would be \$450,000 (30 space x \$15,000 per space).	

Proposed Updates: Sec. 2.4 Parking & Loading

New - Parking In-Lieu Fee

- Approval of parking in-lieu does not obligate the City to provide reserved parking in public decks
 - Applicants may request that city council allow reserved parking on a special basis
 - Fees may be higher to cover maintenance costs
 - No time limits are implied
- Fees must be paid in a lump sum either:
 - Prior to the issuance of a building permit; or
 - Prior to the issuance of a business license

Proposed Updates: Sec. 2.4 Parking & Loading

Unchanged - Office Parking Ratios

- The City requires 1 space per 333 sf
 - Higher than peer cities with similar mixed-use areas (e.g. 1 per 500 sf in Downtown Roswell, Crabapple, Deerfield)
- Consultant considered reducing the ratios and decided to recommend no change, based on the other parking standards presented this evening.

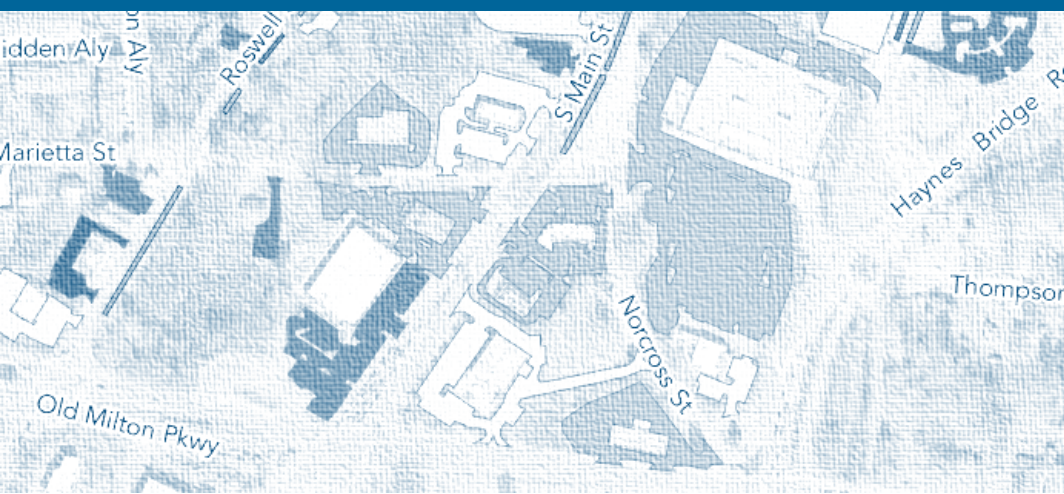
Proposed Updates: Sec. 2.4 Parking & Loading

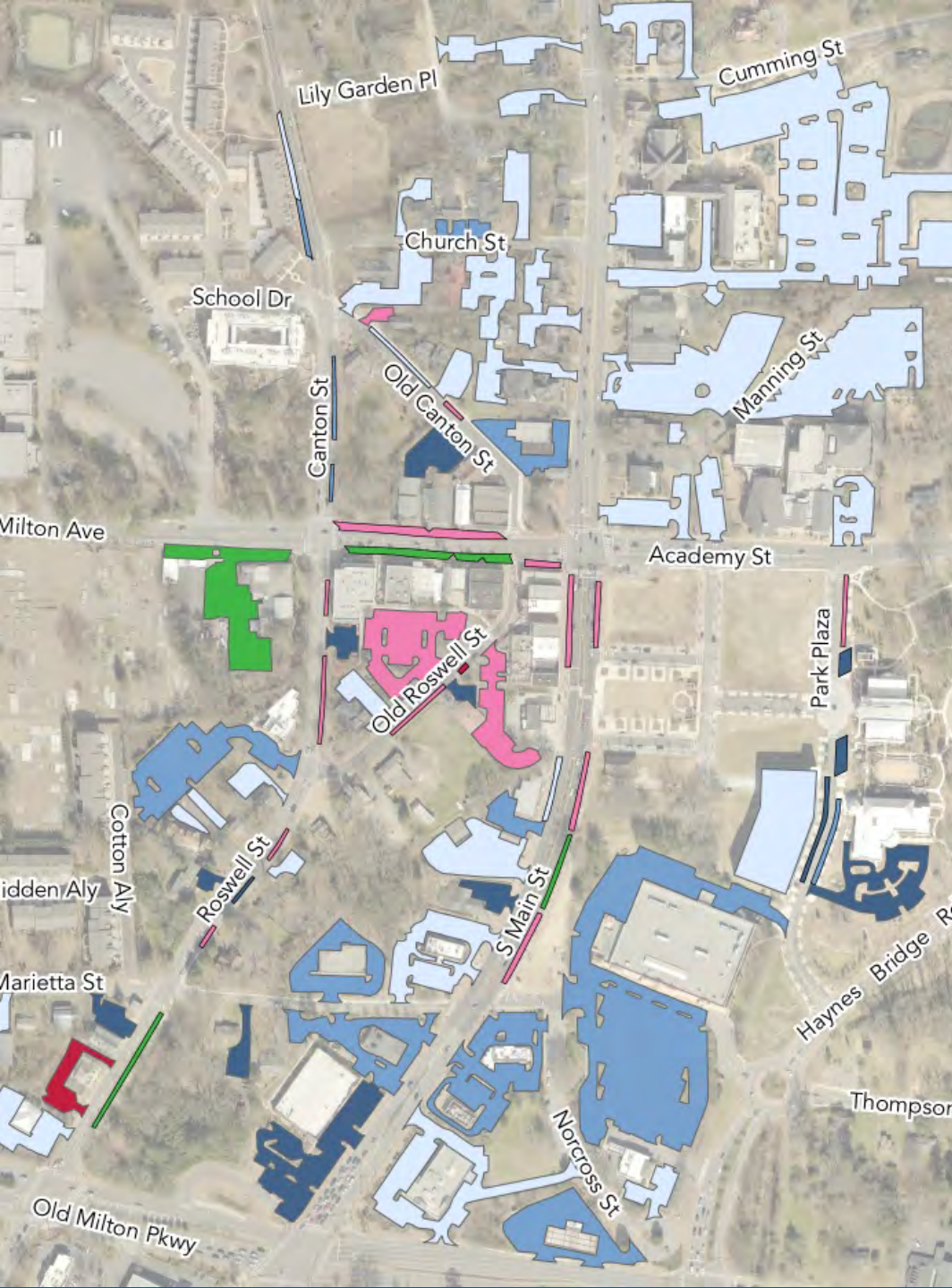
Changed – High School Parking Ratios

- Parking requirements are as established by an applicant-submitted parking study
 - Prepared by an independent third party
 - Must contain recommended parking amounts (based on considering the number of students, staff, classrooms, visitors, and availability of busing).
- Study may not recommend less than a minimum of 1 per classroom and administrative office, plus 1 per 4 students (based on the design capacity of the school)



Discussion





Downtown Alpharetta Parking Study – Code Updates

Council Work Session

January 2018



Sec. 2.4. Parking and Loading

2.4.1. Vehicle Parking

- A. Every use must provide and maintain vehicular parking in accordance with the Vehicular Parking Requirements Table.

B. Vehicular Parking Requirements Table

Use	Parking Space Ratio
Residential Activities	
Dwelling, 'For-Sale,' Attached	Min. 1 per bedroom (up to 2 bedrooms), plus 0.15 visitor space per unit
Dwelling, 'For-Sale,' Detached	Min. 1 per bedroom (up to 2 bedrooms), plus 0.15 visitor space per unit
Dwelling, 'For-Rent'	Min. 1 per bedroom (up to 2 bedrooms), plus 0.15 visitor space per unit
Bed & Breakfast	Min. 1 per guest bedroom
Hotel	Min. 1 space per guest room, plus 1 employee space per 20 guest rooms, plus 1 per 500 sf of convention rooms, conference rooms, ballrooms, restaurant and retail shops
Congregate Housing, Assisted Living Facility	Min. 1 per 2 sleeping rooms
Home-Elderly, Children, Nursing	Min. 1 per 2 sleeping rooms
Business Uses	
Bank, Savings & Loan, Mortgage Company	Min. 3 per 1,000 <u>1 per 333</u> sf
Day Care Center	Min. 1 per 400 sf, plus stacking for 6 cars on the lot
Funeral Home (with no cemetery or mausoleum)	Min. 1 per 4 seats in chapel or parlor, plus sufficient space to park or store all company vehicles
Medical, dental and optical offices	Min. 3 per 1,000 sf <u>Min. 1 per 333 sf</u>
Professional and business offices not otherwise specifically enumerated	Min. 3 per 1,000 sf <u>Min. 1 per 333 sf</u>
Auto, truck and mobile home sales, outdoor equipment and machinery sales, commercial nurseries	Min. 3 per 1,000 <u>1 per 333</u> sf of showroom, sales office or other conditioned space
Restaurant	Min. 1 per 500 sf
Retail businesses, not otherwise specifically enumerated	Min. 1 per 500 sf
Theaters, night clubs and other such places of public assembly	Min. 1 per 4 seats, plus 1 (employee space) per 10 seats
Service and repair establishments not otherwise specifically enumerated	Min. 3 <u>1</u> per 1,000 <u>333</u> sf, excluding storage
Service Station, Automotive	Min. 2 per fueling station, plus 1 per 250 sf of retail
Technology Centers/Data Processing Centers	Min. 1 per 500 sf of unmanned areas and min. 1 per 300 sf of manned areas
Wholesale/Industrial Uses	
Wholesaling and industrial uses including lumber, brick, coal, junk and supply yards	Min. 1 per 1,000 sf
Public and Semipublic Uses	
Hospital	Min. 1 per bed, plus 1 per 200 sf for outpatient treatment areas
Church, Synagogue, Other Place of Worship	Min. 1 per 2 seats in the principal assembly room

Use	Parking Space Ratio
Places of assembly or indoor recreation without fixed seats	Min. 1 per 500 sf playing court, rink, playing field and spectator area, plus 1 per 200 sf of patron use areas
Schools, elementary and middle schools	Min. 1 per classroom and administrative office, plus 5 visitor spaces
Schools, senior high	<u>Minimum parking requirements are as establish by an applicant-submitted parking study (prepared by an independent third party) which must contain recommended parking amounts (based on considering the number of students, staff, classrooms, visitors, and availability of busing). The study may not recommend less than a Min-minimum of 1 per classroom and administrative office, plus 1 per 4 students (based on the design capacity of the school)</u>
Other public building	Min. 1 per 300 sf

C. Parking in the following locations may be used to satisfy the minimum requirements of the Vehicular Parking Requirements Table:

1. Off-street parking located on the same site or lot as the use it serves;
2. On-street parking located adjacent to and on the same side of the street as the site or lot contain the use it serves; and
- 2-3. Off-site as allowed by “E” and “F” below.

D. When a use provides more than 120% of the minimum number of spaces required by the Vehicular Parking Requirements Table, any additional spaces in a surface parking lot must be constructed of pervious paving materials. For the purpose of conforming to this requirement, any on-street spaces or off-street spaces in parking structures must be counted towards satisfying the minimum requirement.

E. Off-site self-parking

1. These requirements apply in lieu of Sec. 2.5.4.A. of the Unified Development Code when some or all of the required parking is provided off-site and valet parking is not used.
2. Required vehicular parking spaces may be located off-site, provided that the off-site parking spaces are located in a parking facility within 500 feet of the primary entrance of the use served and are located within the same or a more intense zoning district as the use served. This distance is measured along the most direct pedestrian walkway and/or sidewalk from the primary door of the use to the edge of the parking facility’s closest off-site parking space.
3. Lease agreements must be for a term of not less than 5 years to serve the use or uses proposed to be satisfied by the off-site leased parking spaces.
4. When off-site parking spaces are also shared, the requirements of “G” below also apply.

F. Valet Parking

1. These requirements apply in lieu of Sec. 2.5.4.A. of the Unified Development Code when some or all of the required parking is provided off-site and valet parking is used.
2. Required vehicular parking spaces may be located off-site, provided the remote parking spaces are located in a parking facility within 1,000 feet of the primary entrance of the use served and are located within the same or a more intense zoning district as the use served. This distance is measured along the most direct pedestrian walkway and/or sidewalk from the primary door of

the use to the edge of the parking facility's closest off-site parking space.

3. Valet service must include an attendant provided to park vehicles during all business hours of the use utilizing the valet parking.
4. When valet parking spaces are also shared, the requirements of "G" below also apply.
5. Valet parking spaces must be clearly marked and signed as reserved.

G. Shared parking

1. Within the Downtown Overlay these shared parking regulations apply in place of those contained in Sec. 2.5.2 of the Unified Development Code.
2. Parking can be shared by uses that need parking at different times of day.
3. Applicants wishing to use shared parking as a means of reducing the total number of required spaces must submit a shared parking analysis using the Urban Land Institute (ULI) Shared Parking Model (latest edition).
4. The study must be provided in a form established by the Community Development Director.
5. Reductions in the total number of required spaces for shared parking are not permitted unless the Director determines a reduction is appropriate on a case-by-case basis through the use of the ULI Shared Parking Model (latest edition).
6. Uses providing shared parking must have either mutually exclusive or compatibly overlapping normal hours of operation. The Director will determine whether hours of operation are compatibly overlapping on a case-by-case basis.

H. Parking In-Lieu Fees

1. The city council may authorize vehicular parking requirements to be satisfied through payment of parking in-lieu fees, in lieu of providing on-site or off-site parking, according to the following fee schedule:

Parking In-Lieu Fee Schedule

<u>Total Number of Required Spaces Satisfied through In-Lieu Program</u>	<u>Fee Per Space (applied to all spaces)</u>
<u>1 – 20 spaces</u>	<u>\$10,000</u>
<u>21-40 spaces</u>	<u>\$15,000</u>
<u>41-60 spaces</u>	<u>\$20,000</u>
<u>61-100 spaces</u>	<u>\$25,000</u>
<u>101 spaces and greater</u>	<u>\$30,000</u>
<u>The total in-lieu fee due is determined by first finding the "Fee Per Space" that corresponds to the "Total Number of Required Spaces Satisfied through In-Lieu Program" and then multiplying that number times the "Fee Per Space." As an example, the total in-lieu fee due for 30 spaces would be \$450,000 (30 space x \$15,000 per space).</u>	

2. Applications to use parking in-lieu fees must be made to the city council, which will then hold a

public hearing to approve or deny the application. The city council must consider the following in reviewing an application for parking in-lieu:

- a. The availability of parking in the Downtown Overlay;
 - b. The availability of alternative transportation in the Downtown Overlay;
 - c. The impact on the public health, safety, and general welfare; and
 - d. Other considerations deemed material to the application by city council.
3. Approval of a parking in-lieu fee application will not obligate the City to provide reserved parking for any use in a City-owned parking facility. Applicants may request that city council authorize, at its discretion, reserved public parking for a particular use on a special basis. Any reserved parking spaces may be subject to a different parking in-lieu fee schedule than identified in “1” above or other additional fees. In approving reserved parking, the City makes no guarantees regarding when and how long the reserved spaces are available, except as specifically designed by city council on a case-by-case basis.
4. Following approval of a parking in-lieu fee application, a per-space fee must be paid in a lump sum either:
- a. Prior to the issuance of a building permit; or
 - b. Prior to the issuance of a business license for the use for which the parking is required, if no building permit is required.
5. When parking in-lieu fees are utilized, the following apply if the use is changed or discontinued:
- a. If a use is enlarged or replaced by a use that requires more parking, the additional parking requirement may be met by paying additional parking in-lieu fees.
 - b. If a use is reduced in area, or wholly or partially becomes vacant, or is replaced by a use that requires less parking, no additional parking in-lieu fees are required.
 - c. If a use is destroyed, the property owner may count its parking in-lieu fee spaces towards meeting the requirement of new uses built on-site, subject to “a” and “b” above.
 - d. A change of ownership or the dividing or merging of lots will not affect parking in-lieu fees or any determination that parking requirements have been met according to fees paid for a particular use, except when the change of ownership results in one of the conditions identified in “a” through “c” above.
 - ~~a. A parking study may be submitted to support a request for a proposed parking reduction. This study shall be reviewed by Community Development and must be approved prior to permitting.~~

2.4.2. Bicycle Parking

- A. Facilities that provide or required 25 or more vehicle parking spaces must provide a minimum of 1 bicycle parking space, plus 1 space for each additional 25 provided vehicle parking spaces, provided that no site may have fewer than 3 spaces nor be required to exceed bicycle 30 spaces.
- B. Bicycle parking facilities must comply with the following provisions.
 1. Each required bicycle parking space must be at least 2 feet by 6 feet. Where a bike can be locked on both sides of a bicycle rack without conflict, each side can be counted as a required space.

2. Bicycle racks must be securely anchored, be easily usable with both U-locks and cable locks, and support a bicycle at 2 points of contact to prevent damage to the bicycle wheels and frame.
3. Bicycle parking must be provided in a well-lit area.
4. Spacing of the bicycle racks must provide clear and maneuverable access.
5. Bicycle parking may be placed within the public right-of-way, provided the encroachment is approved by the City Transportation Engineer.
6. Bicycle parking spaces must be as close as or closer than the nearest vehicle parking space (as measured along a pedestrian walkway from the door of the use the parking serves).

2.4.3. Driveways

- A. Applicability. This following applies to driveways, including those serving alleys, but not to new streets in conformance with Section 2.3.3.
- B. Width. Unless approved by the City Transportation Engineer or required by the Georgia Department of Transportation along a State highway, the maximum width of curb cuts, not including flares or returns at the throat of the facility, for entrances, exits, service drives and similar facilities shall be 24 feet for two-way entrances and 12 feet for one-way entrances.
- C. Number. The maximum number of driveways allowed on a site shall not exceed an amount equal to one driveway for every 300 feet of total street frontage or fraction thereof. All parcels are permitted at least one driveway.
- D. Location. Driveways may not be located on an arterial street when access is available from a collector or local street.

2.4.4. Design of Parking Structures

- A. When a parking structure fronts an arterial or collector street its ground story must have active uses (such as, but not limited to, residential, commercial, office or civic space) located between the parking structure and the closest adjacent street (not including an alley). Such active use shall have a minimum depth of 20 feet.
- B. Where upper stories of structured parking are adjacent to or visible from any street, they must be screened so that cars and ramps are not clearly visible from ground level view from the adjacent parcel or the adjacent street (not including an alley).
- C. Structured parking facades adjacent to or visible from any street must have the appearance of a horizontal storied building.

2.4.5. Loading

- A. On-site loading space is not required.
- B. Loading areas must be located to the rear of buildings. Loading areas must not be placed between a building and the closest adjacent street.
- C. Screening. If a loading area is provided, it must meet the following.
 1. Where a loading dock designed for tractor-trailers is placed between a shared lot line or building and the closest adjacent street (not including an alley), the entire length of the loading area must be screened.
 2. Screening must consist of either:

- a. An 8-foot high wall compatible with the principal building in terms of texture, quality, material and color; or
- b. Evergreen plant material that can be expected to reach a height of 8 feet with a spread of 4 feet within 3 years of planting.

2.4.6. Vehicle Access and Parking Locations

- A. No driveway or off-street parking lots may be located between a building and the closest street unless an intervening approved building type exists.
- B. Off-street parking for the following must be accessed from alleys:
 - 1. Townhouses on lots of any width.
 - 2. All other building types on lots less than 50 feet in width.
- C. Where a garage faces a street the garage must be recessed a minimum distance of 20 feet behind the front building façade.