

WC 16.04.120 Off-Street Loading and Parking

1. Loading Berths - Off-street loading berths shall be subject to the requirements as set out by the Building Commissioner in accordance with the following guidelines. Exceptions can be granted by the Building Commissioner upon presentation of justification for a lesser number of loading berths. Additional berths may also be required to serve the needs of the proposed business or industry.
 - Business and Professional Offices, Medical Facilities, Schools, Hotels, Clubs and Similar Businesses - One loading berth for each 100,000 square feet of space or additional fraction thereof.
 - Industrial Manufacturing and Warehousing - One loading berth for each 40,000 square feet or additional fraction thereof.
 - Other Local and General Business - One loading berth for businesses with 5,000 square feet to 10,000 square feet. Two loading berths for businesses with 10,001 square feet to 25,000 square feet - Over 25,000 square feet, one additional berth for each 25,000 square feet or fraction thereof
2. Off-street Parking - In connection with any building or structure which is to be erected or substantially altered, and which requires off-street parking spaces, there shall be provided such off-street parking space in accordance with regulations set forth hereinafter:
 - a) Use - Except as may otherwise be provided for the parking of trucks or for special uses, required accessory off-street parking facilities required as accessory to uses listed herein, shall be solely for the parking of passenger vehicles or patrons, occupants or employees.
 - b) Location - Parking spaces shall be located on the same lot as the use served except parking facilities located on land other than the lot on which the building or use served is located, must be within 300 feet walking distance from the main entrance to the use served.
 - c) Computation - When determination of the number of off-street parking spaces required by this section results in a requirement of fractional space, any fraction of one-half or less may be disregarded; while a fraction in excess of one-half shall be counted as one parking space.
 - d) Collective Provisions for Non-Residential Uses - Off-street parking facilities for separate uses may be provided collectively if the total number of spaces so provided is not less than the sum of the separate requirements of each such use, and if all regulations governing the location of accessory parking spaces in relation to the use served are observed. But no parking space, or portion thereof,

shall serve as the required space for more than one use unless otherwise authorized.

- e) Size - A required off-street parking space shall be at least 10 feet in width and at least 20 feet in length, exclusive of access drives, aisles, ramps, columns, and office or work area. Such space shall have vertical clearance of at least seven feet. Parallel parking shall require 24 feet in length.
- f) Access - Each required off-street parking space shall open directly upon an aisle or a driveway of such width and design as to provide safe and efficient means of vehicular access to such parking space.

Angle of Parking Space	Aisle Width
45 degree angle	14 Feet
60 degree angle	18 Feet
90 degree angle	24 Feet

All off-street parking facilities shall be provided with appropriate means or vehicular access to a street in a manner which will least interfere with traffic movements.

- g) In Yards - Off-street parking spaces may be located in front yards and side yards adjoining a street, except that in the local business and general business districts parking in front yards shall be subject to the following provisions:
 - The parking area must be blacktop
 - Cement wheel stops must be provided
 - All maintenance and snow removal must be done by the owner
 - Parking places must be accessed by ramps and not over curbing.
 - The owner is to be responsible for any replacement of blacktop to said parking area necessitated by the Town’s repair of underground facilities
- h) Surfacing - All open off-street parking areas shall be improved with a compacted gravel or stone base, or equal, not less than four inches thick, and surfaced with all-weather, dustless material in accordance with specifications established by the Town Council.
- i) Lighting - A system of flood lights shall be installed to provide an adequate standard of illumination over the entire parking lot of planned business developments during business hours and minimum security illumination during non-business hours. All flood lights shall be shielded so that minimum glare will extend to the adjacent property and shall meet requirements of the Westfield Utilities Department.
- j) Required Spaces - Off-street parking spaces accessory to designated uses shall be provided as follows:

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- Single-Family Dwellings -
 - ⇒ Two parking spaces for each dwelling in AG-SF1, SF-1, SF – A, SF-2, SF-3 and SF-4 districts
 - ⇒ One parking space for each dwelling in SF-5 districts
- Two-Family Dwellings - Two parking spaces for each dwelling unit
- Multi-Family dwellings - Two parking spaces for each dwelling unit
- Motels -
 - ⇒ One parking space for each room
 - ⇒ One parking space for each two employees on day shift
- Churches -
 - ⇒ One parking space for each three seats in AG-SF1, SF-1, SF – A, SF-2, and SF-3 districts
 - ⇒ One parking space for each five seats in SF-4 and SF-5 districts
- Theaters - One parking space for each five seats
- Medical and Dental Clinics - Three parking spaces for each examining or treatment room, plus one parking space for each doctor and employee in the building
- Drive-in Restaurants - One parking space for each two seats in service area plus one parking space for each employee on primary shift
- Establishments handling the sale and consumption of food and refreshment on the premises - One parking space for each three seats of serving area plus one parking space for each employee on primary shift
- Banks, Savings and Loans, and Financial Institutions - One parking space per each 300 square feet of floor space
- Business and Professional Offices or Public Administration Buildings - One parking space per each 200 square feet of assignable office area.
- Service Stations - One parking space for each employee, plus two for each service stall
- Manufacturing, fabricating and processing plants not engaged in retail trade - One parking space for each two employees, as related to the working period when the largest number of employees are employed on the premises

Parking space requirements for other uses will be determined by the Building Commissioner based upon data supplied by the applicant in response to traffic and parking data requested to be furnished with the application for an improvement location permit.