

## 8.4. PARKING AND LOADING

### 8.4.1. PURPOSE, INTENT AND APPLICABILITY

- A. **Purpose and Intent.** The purpose of this Section is to ensure the City is served by adequate parking and loading facilities proportional to market demands and generalized need for parking and loading. This Section intends to:
1. Provide for adequate parking, loading and unloading, and safe movement of vehicles and pedestrians through off-street parking areas;
  2. Recognize parking and loading demands of permitted uses and provide a flexible range of adequate parking and loading, receptive to market demand;
  3. Allow for alternative parking options in certain defined circumstances;
  4. Reduce the aesthetic impacts of parking areas;
  5. Avoid excessive areas of impervious surfaces dedicated to parking;
  6. Provide for compatibility between uses; and
  7. Provide for high quality, safe designs that will add to the aesthetic wellbeing of the City.
- B. **Applicability.** Parking must be provided in accordance with this UDO. Off-street parking shall be maintained and continued. No permit for construction or addition may be permitted until the parking requirements of this UDO have been met. Off-street parking shall be located on the same plot or parcel of land it is intended to serve, unless specifically permitted otherwise.
- C. **Renovations and Repairs.** A building or site may be renovated or repaired without providing additional parking, providing there is no increase in floor area unless the addition in area meets the requirements set forth in this UDO. If there is an increase in floor area, the requisite number of parking spaces shall be provided per requirements of this Section. If additional parking cannot be provided consistent with this Section, the Planning and Development Director may request an Alternative Parking Plan (see Sec. 8.4.2.H: Alternative Parking Plan).
- D. **Change in Uses.** A change in use in a building shall meet the parking requirements for that new use. If the parking requirements of this UDO cannot be met for the new use, the Planning and Development Director may make a determination as to whether or not the current parking can sustain the new proposed use. The Planning and Development Director may request additional information regarding the proposed use, but if such a

determination cannot be made with the information provided, the Planning and Development Director may request an Alternative Parking Plan (see Sec. 8.4.2.H: Alternative Parking Plan).

- E. **Unlisted Uses.** In those situations where a proposed use is not identified in Table 8.4.1, the Planning and Development Director may apply an alternative off-street parking standard based on the use determined to be the most similar to the proposed use. A parking study or similar analysis prepared by a Professional Engineer or Certified Land Use Planner with experience in parking studies may be provided to the Planning and Development Director which can be used in applying an alternative parking standard.

#### 8.4.2. PARKING REQUIREMENTS

- A. **Required Parking.** Parking shall be provided in accordance with Table 8.4.1: Parking Requirements. Where a use is not specifically listed, the Planning and Development Director is responsible for applying the requirement for the most similar use.
- B. **Minimum and Maximum.** Parking requirements provide the minimum and maximum standards to meet the parking needs generated by the various uses permitted by Forward Monroe and the UDO. This is done by providing a range of acceptable parking that is responsive to the market conditions and individual project needs.
- C. **Parking Requirements.** Requirements for parking are set forth in Table 8.4.1: Parking Requirements. The minimum parking required, and maximum parking allowed, are defined using a ratio requirement. For example, under the “Minimum Required” column, “1.0/Dwelling Unit” shall be understood to mean at minimum one parking space per dwelling unit is required. Under the “Maximum Allowed” column, “2.0/Dwelling Unit” shall be understood to mean two parking spaces per dwelling unit are allowed as a maximum.
  - 1. **Mixed-Use Zoning District Parking Requirements.** The parking requirements defined in Table 8.4.1 shall differ for mixed-use districts. Section 5.9: Mixed-Use Zoning District Parking Standards shall be used to calculate parking requirements within mixed-use zoning districts.
- D. **Standard.** Parking standards are to be calculated per 1,000 SF (square feet) of gross floor area of a use, unless otherwise noted. For example, a restaurant has a minimum required 2.0 parking spaces per 1,000 square feet of gross floor area. Fractional

calculations shall round to the nearest whole number per Section 8.4.2.E: Fractional Measurements.

- E. **Fractional Measurements.** When units or measurements determining the number of required parking spaces result in the requirement of a fractional space, then such fraction equal to or greater than one-half shall require a full off-street parking space.
- F. **Measurement of Floor Area in Computation of Required Parking.** Floor area shall mean the gross floor area as defined in Section 11: Definition of Terms, of this UDO.
- G. **Exceeding Maximum Allowed Parking.** If proposed parking exceeds the maximum allowed, an Alternative Parking Plan (APP) shall be required.
- H. **Alternative Parking Plan (APP).** The parking requirements set forth in this Section (Table 8.4.1) may be modified through an APP. The Planning and Development Director may accept an APP in place of the parking requirement for a use if the below requirements are met:
  - 1. A parking study must be submitted that is prepared by a registered Professional Engineer or Certified Land Use Planner.
  - 2. The study must include the size, type, and use(s) of the development; anticipated peak parking; anticipated normal parking amounts; and a narrative and data as to why the parking requirements of the UDO do not accurately reflect the needs of the proposed development.
  - 3. The APP may include provisions for satellite parking if the number of off-street parking spaces required cannot reasonably be provided on the same lot where the principal use is located. Such satellite parking spaces shall comply with Section 8.4.2.I: Satellite Parking (Off-Site), below.
  - 4. An APP may be requested concurrently with a site and development plan, as defined in Section 3.4.17: Site and Development Plan.
- I. **Satellite Parking (Off-Site).** Required parking spaces may be located on a separate plot or property from the subject site in which the principal use is located if the satellite parking complies with the following:
  - a. Any satellite parking area shall be under the same ownership (i.e. common ownership) as the principal use or a satellite parking area may be leased for a lease of no less than the term of any lease for the principal use.
  - b. All necessary legal instruments shall be executed and recorded in the Register of Deeds Office. Copies of the recorded documents shall be provided to the

Planning and Development Director and City Engineer prior to the issuance of certificates of occupancy. Legal instruments may include ownership documents, lease documents, granted easements, or other information deemed necessary by the Planning and Development Director to sufficiently prove the satellite parking area meets the intent of this subsection.

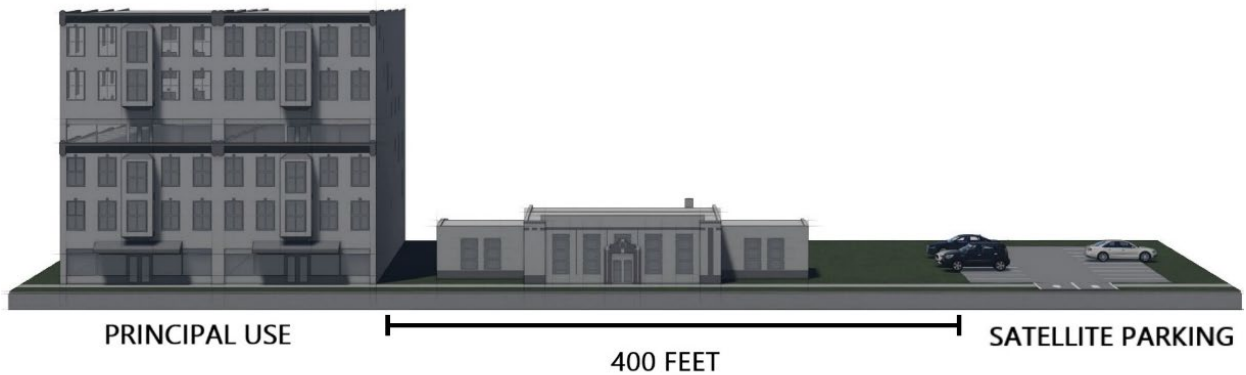
- c. All renewal agreements pertaining to satellite parking area leases shall be provided to the Planning and Development Director prior to the expiration of the lease term.
- d. The location of satellite parking shall comply with the distance requirements in Figure 8.4.1.
- e. Satellite parking lots shall abide by all parking design and construction standards set forth in the UDO.
- f. No more than twenty-five percent (25%) of parking space requirements may be provided by a satellite parking location.
- g. Satellite parking shall not consist of any required parking of another use unless a shared parking arrangement exists. Any shared parking arrangement shall be provided to the Planning and Development Director and identify uses existing or proposed, identify the peak parking demands of the uses, and provided calculations and a narrative explaining how the shared parking arrangement will meet the provisions of this Section.
- h. A sidewalk or paved pedestrian walkway shall be provided to the satellite parking area from the subject use.
- i. Satellite parking plans shall be submitted to the Planning and Development Director, including copies of the ownership documentation, lease or similar; identification of the number of parking spaces required for the use and also the number of parking spaces (total) on the satellite lot. The plan shall be on a designated form or application determined appropriate by the Planning and Development Director.

Figure 8.4.1. Satellite Parking Distances

Districts	Maximum Satellite Parking Lot Distance* <sup>1</sup>
Traditional Districts (Section 4 of this UDO)	400 feet
Mixed-Use Districts (Section 5 of this UDO)	750 feet

\*<sup>1</sup> = Satellite parking lot shall be measured in walking distance from nearest point of the satellite parking area to nearest point of the subject property where the principal use is located.

Figure 8.4.2. Satellite Parking-Traditional District (Illustrative Example)



J. **Parking Requirements Table.** Parking shall be provided in accordance with Table 8.4.1: Parking Requirements.

Table 8.4.1. Parking Requirements

<b>Table 8.4.1. Parking Requirements</b>		
<b>Land Use - Category/Specific Use</b>	<b>Minimum Required</b>	<b>Maximum Allowed</b>
<b>Residential Use Classification</b>		
Residential, As Listed Below:	<b>See Below</b>	
<i>Single Family Detached</i>	<b>2.0/Dwelling Unit</b>	<b>No Maximum</b>
<i>Townhouse/Attached Single Family</i>	<b>2.0/Dwelling Unit</b>	<b>No Maximum</b>
<i>Duplex/Triplex/Quadplex</i>	<b>1.5/Dwelling Unit</b>	<b>2.5/Dwelling Unit</b>
<i>Multifamily</i>	<b>1.5/Dwelling Unit</b>	<b>2.5/Dwelling Unit</b>
<i>Upperstory Residential</i>	<b>1.5/Dwelling Unit</b>	<b>2.5/Dwelling Unit</b>
<i>Manufactured Home Park</i>	<b>1.5/Dwelling Unit</b>	<b>2.5/Dwelling Unit</b>
Residential Care (ALF, ILF, CC)	<b>0.5/Bed</b>	<b>1.0/Bed</b>
Family Care Home	<b>2.0/Dwelling Unit</b>	<b>4.0/Dwelling Unit</b>
Board House/Rooming House	<b>2.0/Dwelling Unit</b>	<b>4.0/Dwelling Unit</b>
Student Housing	<b>1.5/Dwelling Unit</b>	<b>2.5/Dwelling Unit</b>
Group Home – 24 Hour Service, Less Than 6 Persons	<b>2.0/Dwelling Unit</b>	<b>4.0/Dwelling Unit</b>
Group Home – 24 Hour Service, 6 Persons Or More	<b>2.0/Dwelling Unit</b>	<b>4.0/Dwelling Unit</b>

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**Table 8.4.1. Parking Requirements (Cont.)**

Land Use - Category/Specific Use	Minimum Required	Maximum Allowed
<b>Public and Institutional Use Classification</b>		
Schools (Elementary/Middle)	3.0/Classroom	5.0/Classroom
Schools (High/Senior)	4.0/Classroom	7.5/Classroom
University, College, and Vocational School	4.0/1,000 SF	6.0/1,000 SF
Civic and Private Clubs	<b>See Below</b>	
<i>Minor - Less Than 15,000 SF or 150 Persons Membership</i>	3.0/1,000 SF	5.0/1,000 SF
<i>Major - More Than 15,000 SF or 150 Persons Membership</i>	4.0/1,000 SF	6.0/1,000 SF
Correctional Facility	1.0/Employee	1.5/Employee
Essential Services (Excluding Regional Utility Facilities)	2.0/1,000 SF	4.0/1,000 SF
Regional Utility Facility	0.25/1,000 SF	1.0/1,000 SF
Open Space/Parks	5.0/Acre	10.0/Acre
Social Services	2.0/1,000 SF	3.0/1,000 SF
Religious Institutions	4.0/1,000 SF	8.0/1,000 SF

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Table 8.4.1. Parking Requirements (Cont.)

Land Use - Category/Specific Use	Minimum Required	Maximum Allowed
<b>Commercial Use Classification</b>		
<i>General Retail Sales, Less Than 10,000 SF</i>	4.0/1,000 SF	6.0/1,000 SF
<i>General Retail Sales, 10,000 to 25,000 SF</i>	4.0/1,000 SF	6.0/1,000 SF
<i>General Retail Sales, 25,000 SF to 100,000 SF</i>	4.0/1,000 SF	7.5/1,000 SF
<i>General Retail Sales, 100,000 SF or Greater</i>	4.0/1,000 SF	7.5/1,000 SF
Personal Services	2.5/1,000 SF	5.0/1,000 SF
Lodging, Hotel and Motel	1.0/Room	2.0/Room
Lodging, Bed and Breakfast	1.0/Renting Unit	2.0/Renting Unit
Tattoo and Piercing Parlor	2.0/1,000 SF	3.0/1,000 SF
Fortune Telling	2.0/1,000 SF	3.0/1,000 SF
Indoor Recreation	5.0/1,000 SF	10.0/1,000 SF
Outdoor Recreation	5.0/1,000 SF	10.0/1,000 SF
Restaurant	5.0/1,000 SF	10.0/1,000 SF
Restaurant with Drive-Through	5.0/1,000 SF	10.0/1,000 SF
Bar/Tavern/Nightclub	5.0/1,000 SF	8.0/1,000 SF
Microbrewery/Winery/Distillery	3.5/1,000 SF	8.0/1,000 SF
Car, Boat, Other Vehicle Sales & Rentals	2.5/1,000 SF	3.5/1,000 SF
Minor Vehicles Service	2.5/1,000 SF	4.0/1,000 SF
Major Vehicle Service	2.5/1,000 SF	4.0/1,000 SF
Convenience Store with Fuel Pumps	2.5/1,000 SF	5.0/1,000 SF
Car Wash	2.0/1,000 SF	4.0/1,000 SF
Funeral Home	4.0/1,000 SF	8.0/1,000 SF
Laundromat with Onsite Cleaning	2.0/1,000 SF	4.0/1,000 SF
Electronic Gaming Operations	2.0/1,000 SF	4.0/1,000 SF
Day Care Center/Adult Care	2.5/1,000 SF	4.0/1,000 SF
Commercial Parking	NA	NA
Commercial Parking Lot – Trucks, Trailers, Delivery Vehicles	NA	NA
Event Center/Convention Center	4.0/1,000 SF	10.0/1,000 SF



**Table 8.4.1. Parking Requirements (Cont.)**

Land Use - Category/Specific Use	Minimum Required	Maximum Allowed
<b>Office/Medical Classification</b>		
Professional Office	3.0/1,000 SF	5.0/1,000 SF
Personal & Financial Services without Drive-Through	3.0/1,000 SF	4.0/1,000 SF
Personal & Financial Services with Drive-Through	3.0/1,000 SF	4.0/1,000 SF
Hospital	2.0/Hospital Bed	4.0/Hospital Bed
Medical/Dental Office	3.0/1,000 SF	4.0/1,000 SF
Rehabilitative Clinic	2.0/1,000 SF	4.0/1,000 SF
Animal Hospital/Veterinarian	3.0/1,000 SF	4.0/1,000 SF

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**Table 8.4.1. Parking Requirements (Cont.)**

<b>Land Use - Category/Specific Use</b>	<b>Minimum Required</b>	<b>Maximum Allowed</b>
<b>Industrial Classification</b>		
Light Industrial & Manufacturing	0.5/1,000 SF	2.0/1,000 SF
Warehouse Distribution/Logistics	0.5/1,000 SF	2.0/1,000 SF
Wholesale Trade	0.5/1,000 SF	2.0/1,000 SF
Heavy Industrial	0.5/1,000 SF	2.0/1,000 SF
Recycling and Waste Related Services	0.5/1,000 SF	2.0/1,000 SF
Laundry or Dry Cleaning Plant	1.0/1,000 SF	2.0/1,000 SF
Mini-Warehouse/Self Storage	0.5/1,000 SF	2.0/1,000 SF
Warehouse & Storage	0.5/1,000 SF	2.0/1,000 SF
Outdoor Storage	0.25/1,000 SF of outdoor storage area	0.5/1,000 SF of outdoor storage area
Mining	0.5/1,000 SF	2.0/1,000 SF
Land Debris Storage	0.5/1,000 SF	2.0/1,000 SF

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**Table 8.4.1. Parking Requirements (Cont.)**

Land Use - Category/Specific Use	Minimum Required	Maximum Allowed
<b>Other Uses</b>		
Animal Shelter/Kennel	1.0/1,000 Office SF	2.0/1,000 Office SF
Adult Oriented Use (Adult Establishment)	4.0/1,000 SF	6.0/1,000 SF
Agricultural Activities	1.0/1,000 SF	2.0/1,000 SF
Markets & Produce Stands	2.0/1,000 SF	4.0/1,000 SF
Wireless Communication Facilities/Support Structures	NA	NA
Solar Farms	NA	NA
Airport	NA	NA
Rooftop Uses	NA	NA
Note: NA = Not Applicable		

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### 8.4.3. PARKING DESIGN STANDARDS

#### A. General Design Standards.

1. **Parking Plans.** A Parking Plan shall be required for all development and redevelopment with the exception of single family residential uses. Parking plans shall be reviewed in compliance with Section 3.4.21: Parking Plan. Parking Plans shall include at minimum all items required in Section 3.4.21: Parking Plan, and dimensional standards of parking, including but not limited to those in Section 8.4.3.C: Dimensional Standards.
2. **Arrangement.** Off-street parking shall be arranged so that vehicles may be parked/unparked without moving other vehicles, except for parking structures which may be designed to allow tandem parking and/or valet services.
3. **Encroachment.** No parking space may be designed in such a way to encroach, hinder or otherwise block a public or private roadway, alley, or sidewalk. Parking spaces may be allowed in a setback or build-to-zone (BTZ) as permitted in this UDO.
4. **Overhang.** Where parking spaces are located such that the parked vehicle will overhang a sidewalk, a minimum clear width shall be provided equal to the minimum sidewalk width required.
5. **Driveways.** Driveways, drive aisles, and joint access easements shall not be used for parking vehicles except for single family and two-family residential.
6. **Wheel Stops.** Wheel stops shall be prefabricated, concrete or recycled plastic product manufactured specifically for this use. The use of railroad ties or other non-traditional wheel stops shall not be permitted. Facilities shall have curbs or motor vehicle stops or similar devices so as to prevent vehicles from overhanging on or into adjacent property, or from encroaching into required landscaped areas.
7. **Landscaped Parking Islands.** Parking areas shall be visually and functionally segmented using landscaped islands and canopy trees and meet the requirements of Section 8.3.6: Parking Area Buffers, of this UDO. All landscape requirements for parking areas shall be met.
8. **Drainage.** Parking areas shall be drained so as not to cause any nuisance on adjoining or nearby properties.

9. **Access and Maneuvering.** Parking areas shall be arranged for convenient access, maneuvering and safety of pedestrians and vehicles. Parking areas shall be arranged so that no vehicle shall be required to back up from such facilities directly onto designated arterial or collector streets. Parking areas shall be designed, maintained and regulated so that no parking or maneuvering incidental to parking shall be on any public street, sidewalk, or alley.
10. **Marking of Spaces.** All off-street parking area spaces shall be marked.

**B. Paving.**

1. **Applicability.** Paving shall be required per the standards of this Section for:
  - a. All new parking, loading, driveways and drive aisles, serving new construction, including expansions to existing uses;
  - b. All parking, loading, and driveways and drive aisles, existing and new, serving any use expanded in lot coverage/square footage by more than twenty percent (20%) after the effective date of this ordinance; and
  - c. All existing parking, loading, and driveways and drive aisles, serving a use discontinued for a period of 180 days or longer.
2. **All Uses (Except Single family Residential).** All parking, loading, and driveway areas shall be paved and maintained with asphalt or concrete. Single family residential uses are not required to meet this standard.
3. **Single Family Residential Uses.** Single family residential shall be required to have a paved driveway off of a public street which provides a continuous paved surface from the edge of pavement or curb line of the public street to the attached or detached garage or carport, if provided, or front building line of the dwelling, if not provided. Such partial pavement shall not in any event be required to extend more than one-hundred (100) feet beyond the edge of pavement or curb line of the public street, except as otherwise stated in the UDO or approved by a variance. All driveways must be at least ten (10) feet in width at their narrowest point.
4. **Vehicles, Boats, Manufactured Home, and Equipment Sales, Service, and Leasing Sites, Storage and Display.** All storage and/or display areas shall be paved with asphalt or concrete.

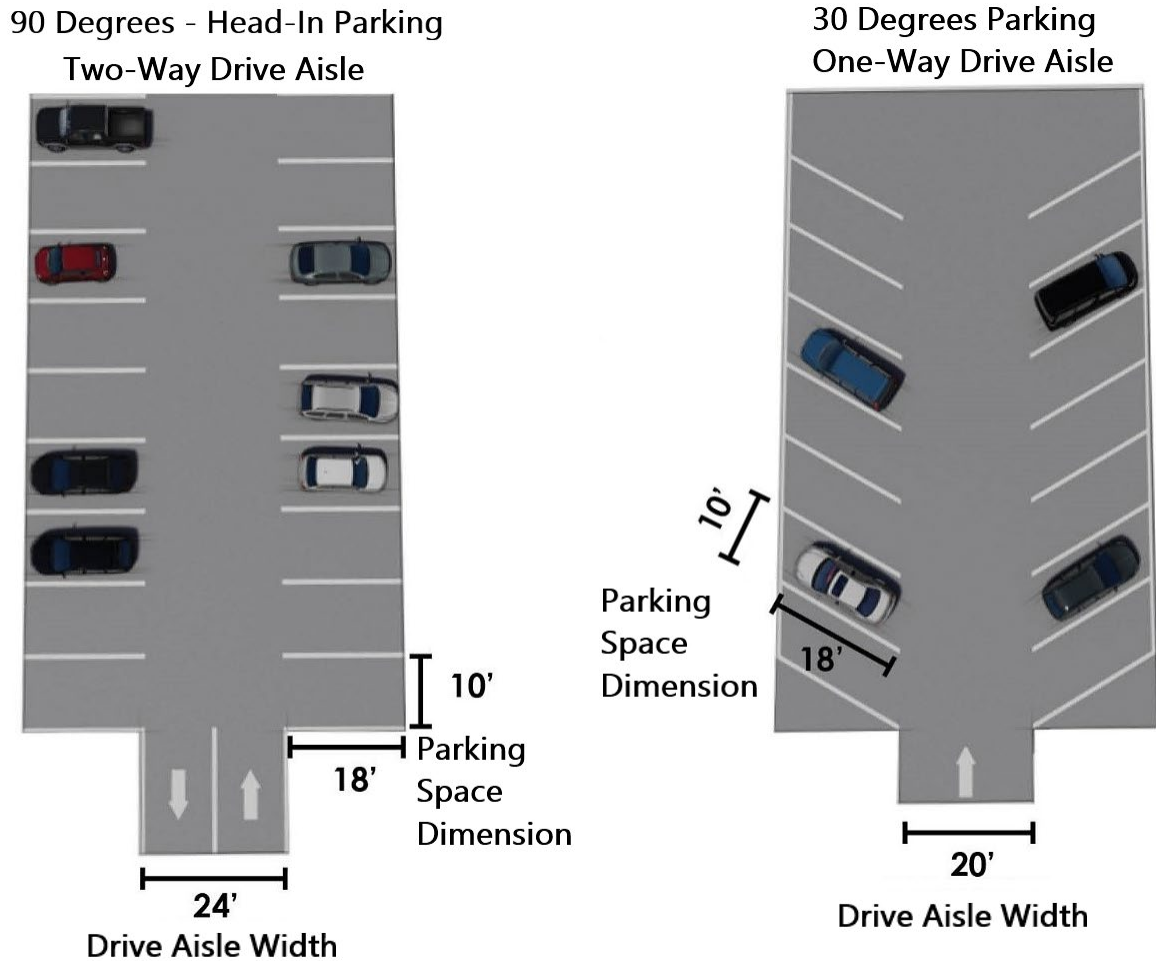
- 5. **Exceptions to Paving Requirements.** These paving requirements shall not apply to the following uses, however, a Zoning Permit in compliance with Section 3.4.20: Zoning Permit, must be obtained for each of the following parking uses:
  - a. Temporary parking areas used for seasonal or special events.
  - b. Areas of manufacturing and industrial uses which are used for parking and storage of heavy machinery, equipment, and vehicles, provided these areas are constructed with gravel or another comparable all-weather compacted surface.
  
- C. **Dimensional Standards.** Parking areas shall include parking spaces of a minimum of ten (10) feet in width by eighteen (18) feet in length. Handicapped parking spaces shall comply with all applicable state laws. Minimum drive aisle widths shall comply with Table 8.4.2: Parking Area Dimensional Standards, below. Figure 8.4.3 has been provided as an illustrative example.

Table 8.4.2. Parking Area Dimensional Standards Table

Type of Parking Angle	Minimum Drive Aisle Width (Feet)	
	One-Way	Two-Way
Angle of Parking		
0 Degrees (Parallel)	20	20
30 Degrees	20	22
45 Degrees	20	22
60 Degrees	20	24
90 Degrees (Head-In)	20	24
Entrance/Exit	20	24

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Figure 8.4.3. Parking Area Dimensional Standards Graphic



#### 8.4.4. LOADING AND UNLOADING AREAS

- A. **Generally.** Whenever the normal operation of any development requires that goods, merchandise, or equipment be routinely delivered to or shipped from that development, a sufficient off-street loading and unloading area must be provided to accommodate the delivery or shipment operations in a safe and convenient manner.
- B. **Loading Areas Design Standards.** Loading and unloading areas shall be so located and designed as follows:

1. So that vehicles can maneuver safely and conveniently to and from a public right-of-way.
  2. So that vehicles can complete the loading and unloading operations without obstructing or interfering with any public right-of-way or any parking space or parking lot drive aisle.
  3. Loading areas shall be located outside of a public right-of-way when practicable and be indicated through signage.
  4. The size of loading areas shall be based upon the needs of the use in a building. The minimum size of a loading area shall be the same size as the minimum parking space. For uses that require commercial delivery trucks or semi-trailers, loading areas shall be made to accommodate the typical commercial delivery vehicle.
  5. A minimum of one (1) loading space per development is required, however, loading spaces shall be provided and maintained in sufficient numbers to adequately handle the needs of a nonresidential use. Every application for a site and development plan shall demonstrate sufficient numbers of loading spaces is provided.
  6. Loading areas that serve commercial delivery trucks, semi-trailers and similar vehicles shall be designed to include screen walls, landscaping, or other treatments to limit visibility of the loading area.
- C. **Area Requirements.** No area allocated to loading and unloading may be used to satisfy the area requirements for off-street parking, nor shall any portion of any off-street parking area be used to satisfy the area requirements for loading and unloading facilities.
- D. **Compliance.** For lots with existing structures predating the effective date of this UDO, and for a change in use that does not involve any enlargement of a structure, the loading area requirements of this Section need only comply to the extent practicable.

#### 8.4.5. STACKING REQUIREMENTS

- A. **Stacking.** Whenever a structure or use provides for the off-loading of passengers or involves a drive-through (i.e. allows for a use without exiting the vehicle), stacking spaces shall be provided for and marked on the site. The following requirements shall be met:



1. A stacking space shall be a minimum of ten (10) feet by twenty (20) feet.
2. Stacking spaces shall not obstruct, endanger, or interfere with on-site or off-site access, maneuvering, or traffic patterns.
3. For restaurant drive-through facilities, a minimum of four (4) stacking spaces shall be required. Nothing shall limit providing more than the minimum.
4. All other uses that involve stacking of vehicles, such as banks, pharmacies, and similar uses, shall require a minimum two (2) stacking spaces per dedicated drive-through lane. Nothing shall limit providing more than the minimum.
5. A design alternative may be approved by the Director for a reduced number of stacking spaces if market demand does not require the minimum stacking spaces required per this Section. A narrative and analysis detailing the proposed use and similar establishments within North Carolina shall be required.

Figure 8.4.4. Stacking Requirements



#### 8.4.6. BICYCLE PARKING

- A. **Bicycle Parking Requirements.** Bicycle parking shall not be required for industrial uses, but shall be provided for all new nonresidential and multifamily developments. Bicycle parking shall meet the following standards:

1. Bicycle parking shall be located no further than fifty (50) feet from a pedestrian entrance.
2. Bicycle parking shall be publicly accessible and located in a visible and convenient area.
3. Bicycle parking shall be provided in a well-lit area.
4. Bicycle racks shall be permanently fixed to a paved surface.
5. The bicycle racks shall be consistent in style and material of the overall project design.
6. Spacing and layout of bicycle racks shall provide maneuverable access.
7. Bicycle parking and/or racks shall be able to accommodate cable locks and “U” locks commonly used by bicyclists.
8. A minimum of four (4) bicycle parking spaces shall be required for all new nonresidential uses.
9. A minimum of one (1) bicycle parking space shall be provided for every ten (10) dwelling units in multifamily developments, up to a maximum requirement of thirty (30) bicycle parking spaces. This may be achieved through bicycle racks that are not publicly accessible (i.e. not located on the street) and may be installed interior to a parking garage or dedicated bicycle parking room of the multifamily development. Nothing in this subsection shall prevent a greater number of bicycle parking spaces being provided.

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