

Chapter 6
OFF-STREET PARKING AND LOADING

5A-6-1	Purpose
5A-6-2	General Parking and Loading Provisions
5A-6-3	Schedule of Requirements
5A-6-4	Parking Design and Maintenance
5A-6-5	Penalties

5A-6-1 Purpose

The purpose of this Chapter 6 is to prevent or alleviate congestion on public streets, thus promoting the public safety and welfare, by establishing minimum requirements for the off-street parking, loading and unloading of motor vehicles in accordance with use of property and the zoning district in which it is located.

5A-6-2 General Parking and Loading Provisions

5A-6-2.1 Procedure

Any application for a building permit for a new or enlarged building, structure or use shall include a plot plan which shall be drawn to scale and fully dimensioned. The plot plan shall show any parking or loading facilities to be provided in compliance with the requirements of this Title.

5A-6-2.2 Extent of Control

All buildings and structures and/or modifications of buildings and structures which increase the total floor area initiated after the effective date of this Title shall be provided with accessory off-street parking and loading facilities as required herein. Any permit for a building or structure to be built or enlarged issued prior to the effective date of this Title shall comply with requirements in effect at the time the building permit was issued.

Should a building or structure be decreased in size (fewer dwelling units and/or less floor area), seating capacity, employees or other units of measure, the required number of parking and loading spaces may be decreased in accordance with the provisions of this Title.

Similarly, should a building or structure be enlarged, the required number of off-street parking and loading spaces shall be increased as provided herein.

5A-6-2.3 Existing Parking and Loading Spaces

Accessory off-street parking and loading spaces in existence on the effective date of this Title may not be reduced in number unless already exceeding the requirements of this Chapter 6 for equivalent new construction: in which event said spaces shall not be reduced below the number required herein for such equivalent new construction.

5A-6-2.4 Permissive Parking and Loading Spaces

Nothing in this Chapter 6 shall prevent the establishment of off-street parking or loading facilities to serve any existing buildings or uses of land so long as such facilities are in full compliance with the provisions of this Chapter 6, except that off-street parking areas accessory to existing multiple-family structures may not be located off the premises containing the main use, unless on a lot adjacent thereto without authorization by the Board of Trustees.

5A-6-2.5 Damage or Destruction

Any building, structure or use in existence as of the effective date of this Title and which is subsequently damaged or destroyed by fire, collapse, explosion or other causes may be reconstructed, re-established or repaired with or without off-street parking or loading facilities, except that parking or loading facilities equivalent to any maintained at the time of such damage or destruction shall be restored or continued in operation. It shall not be necessary, however, to restore or maintain parking or loading facilities in excess of those required by this Chapter 6 for equivalent new construction.

5A-6-2.6 Use of Parking Facilities and Driveways *Amended, 2023-24-1026, 2023-24-1022*

A. A motor vehicle having a gross vehicle weight of 12,000 pounds or less and/or having a B or D license plate designation, as defined in the Illinois Motor Vehicle Code, may be parked on a lot within the E-1 Estate Zoning District or any Residential Zoning District provided that it does not encroach into a required front and/or side yard, and is parked on a paved surface (asphalt, concrete, or paver block), approved by the Village, and which is connected to the driveway of such lot. Such a motor vehicle may include, but is not limited to a passenger automobile of the First Division, a commercial vehicle, a truck, a motorcycle, a snowmobile, a 3 or 4 wheel ATV, a camping trailer, a motor home, a van camper or towed recreational equipment. At such time that a paved surface to accommodate such motor vehicle is installed which connects to the driveway, such driveway shall be improved with the same type of paved surface **unless a concrete, asphalt or paver block surface is otherwise approved for the driveway by the Village which differs from the paved surface on which such motor vehicle is parked.** Major vehicle repair, alteration or maintenance shall not be conducted on lots in E-1 Estate Zoning District and Residential Zoning Districts. Such approval by the Village shall be evidenced by a permit issued by the Village. The cost for an application for such permit shall be \$25 plus the charge incurred by the Village for its consultant to review and approve same.

If an existing gravel driveway, or driveway constructed of a material other than asphalt, concrete or paver blocks, is not expanded to create a paved surface to accommodate a motor vehicle, as described above, such driveway shall not be required to be improved with a paved surface as set forth above.

B. Commercial vehicles, including contractor's equipment, having a gross vehicle weight in excess of 12,000 pounds and/or having a license plate designation other than B or D, as

defined in the Illinois Motor Vehicle Code, but excluding passenger vehicles of the First Division, shall not be parked on lots in E-1 Estate Zoning District and Residential Zoning Districts except when making a delivery or providing a service.

- C. A recreational vehicle, as defined in the Illinois Motor Vehicle Code and when used privately and not for public or commercial use, having a gross vehicle weight greater than 12,000 pounds, including but not limited to a motor home, mini motor home, travel camper, camping trailer, truck camper, van camper a snowmobile, or a 3 or 4 wheel ATV may be parked on a lot in the E-1 Estate Zoning District or any Residential Zoning District provided that it does not encroach into a required front and/or side yard, and is parked on a paved surface (asphalt, concrete, or paver block), approved by the Village and which is connected to the driveway of such lot. At such time that a paved surface to accommodate such recreational vehicle is installed which connects to the driveway, such driveway shall be improved with the same type of paved surface **unless a concrete, asphalt or paver block surface is otherwise approved for the driveway by the Village which differs from the paved surface on which such motor vehicle is parked.** Major vehicle repair, alteration or maintenance shall not be conducted on lots in the E-1 Estate Zoning District or any other Residential Zoning Districts. Such approval by the Village shall be evidenced by a permit issued by the Village. The cost for an application for such permit shall be \$25 plus the charge incurred by the Village for its consultant to review and approve same.

If an existing gravel driveway, or driveway constructed of a material other than asphalt, concrete or paver blocks, is not expanded to create a paved surface to accommodate a motor vehicle, as described above, such driveway shall not be required to be improved with a paved surface as set forth above.

- D. Unless otherwise stated in this Title, definitions for vehicles regulated by this Chapter 6 shall be the same as those contained in the Illinois Motor Vehicle Code.
- E. Standards for single-family residential driveways.

Width and Setback Criteria.

- a. The maximum driveway width from the lot line to the required yard setback is 25 feet or the width of the garage of the single family residence, whichever is greater. Beyond the required yard setback there is no maximum driveway width. A driveway of a single family residence shall not be located in 1) the front yard, which for purposes of this subparagraph (a), shall be the area directly in front of the house exclusive of the garage or 2) past the rear yard of a residence or its detached garage, whichever is set back further.
- b. The maximum driveway width of a single family residence at its connection to the street shall be no more than 30 feet.
- c. Driveways shall be at least one foot from side lot lines, unless shared between properties.

Construction Criteria.

- a. For single-family, two-family and townhome residences, driveways shall be constructed of:
 - i. 4” of compacted gravel base surfaced with 2” of asphalt or concrete, or brick pavers which are approved by the Village.

F. Driveway Expansion Review Process.

In connection with any proposed driveway expansion, which requires a building permit from the Village, an applicant shall submit a:

- a. site plan (such as a plat of survey or scaled drawing of the property) indicating:
 - i. location of each property line, all easements and streets as well as existing improvements such as the residence, garage, sidewalk and existing driveway;
 - ii. width of existing driveway and width of existing garage; and
 - iii. location of the proposed driveway expansion with dimensions, including the width where it meets the street, the width at the property line (or sidewalk), any increase in width as the driveway gets further from the street (if applicable), and the distance from the side lot line.

Such permit fee shall be \$25.00 plus applicable third party inspection fees.

5A-6-2.7 Joint Parking Facilities

Off-street parking facilities for more than one building, structure or use may be provided collectively in any zoning district in which separate parking facilities for each constituent use would be permitted, provided that the total number of combined spaces so located shall not be less than the sum of the separate requirements for each building, structure or use.

For joint parking facilities for dissimilar uses which have non-overlapping and non-conflicting parking demands, the required number of spaces for both uses may be reduced by as much 25 percent upon the determination of the Board of Trustees that such a reduction will not result in increased congestion in the Village streets nor will the reduction violate the purpose of this Title.

5A-6-3 Schedule of Requirements

Requirements governing the number and location of off-street parking and loading facilities in relation to the use of property are established in the following table and this Section 5A-6-3. The table shows the number of spaces required for various types of uses in the zoning districts established by this Title. In calculating the total number of spaces, the following rules shall apply:

1. The number of spaces required for a particular use and its accessory uses or components, as shown in Columns 1 through 8, is cumulative and the separate requirements shall be added together to determine the total number of spaces required.
2. The required number of parking spaces per dwelling unit, as shown in Column 1, is the number of spaces or fractional spaces which must be provided for each dwelling unit on the lot. Spaces allocated to dwelling units may not be used to comply with any additional parking requirements as established in Columns 2 through 8.
3. The required number of parking spaces per employee, as shown in Column 2, is the number of spaces or fractional spaces which must be provided for each employee on that shift, or other division of the work day, which has the greatest number of employees. Estimates of the greatest number of employees shall be based on the design of the building and its projected method of operation at the time of construction. Employee parking shall be in addition to the other requirements of the table.
4. The required number of parking spaces per 100 square feet, as shown in Column 3, is the number of spaces or fractional spaces which must be provided for each 100 square feet of floor area. In the case of office, merchandising or service types of uses, the term “floor area” shall mean the gross floor area of a building or structure which is used or intended to be used for service to the public as customers, patrons, clients, patients or tenants, including areas occupied by fixtures and equipment used for the display and/or sale of merchandise. “Floor area” shall not include any area used for:
 - a. Storage accessory to the principal use of a building;
 - b. Incidental repairs;
 - c. Processing or packaging of merchandise;
 - d. Show windows or offices incidental to the management or maintenance of a store or building;
 - e. Rest rooms;
 - f. Utilities;
 - g. Dressing, fitting or alteration rooms;
 - h. Medical offices (see paragraph 5 below);
 - i. Assembly rooms (see paragraph 6 below);
 - j. Recreational facilities or rooms (see paragraph 7 below);
 - k. Dining rooms (see paragraph 8 below);

1. Sleeping rooms (see paragraph 9 below).
5. The required number of parking spaces for medical offices, as shown in Column 4, is one-half of a space for each 100 square feet of medical office space including examination rooms, waiting rooms, laboratories, hallways and similar space used by patients of the medical office. Parking required for medical offices in Column 4 shall be in lieu of parking required for the same offices under Column 3.
6. The required number of parking spaces for assembly facilities, as shown in Column 5, is the number of spaces or fractional spaces required for each seat in any auditorium, meeting room, grandstand, stadium, theater or similar place of assembly.
7. The required number of parking spaces for assembly facilities, as shown in Column 6, is the number of spaces or fractional spaces required for each participant in a sport or recreational activity based on the design capacity of the facility or activity. This requirement for spectators as established in paragraph f above.
8. The required number of parking spaces for eating facilities, as shown in Column 7, is the number of spaces or fractional spaces required for each seat included in the total design capacity of the facility. The seating design capacity of eating facilities shall be taken as the total seating capacity in all dining rooms, taverns, cafeterias and similar rooms. Eating facilities, designed for the exclusive use of persons employed on the premises or of persons residing on the premises do not require additional parking spaces. Carry-out eating establishments are required to provide one parking space for each 15 square feet of area provided for the customer service plus the requirements established in Column 8 for any table seating.
9. The required number of parking spaces for overnight accommodations, as shown in Column 8, is the number of spaces to be provided for each sleeping room in a hotel, motel, tourist room, rooming house or similar facility.

REQUIRED NUMBER OF OFF-STREET PARKING SPACES								
Zoning Districts and Uses	1 Residential, per dwelling unit	2 Commercial, Industrial (per employee)	3 Commercial, Industrial (per 100 square feet)	4 Medical Office (per 10 square feet)	5 Assembly Facilities (per seat)	6 Recreational Facilities (per seat)	7 Eating Facilities* (per seat)	8 Overnight (per sleeping room)
Residential Zoning Districts								
Single Family, Duplex	2.0	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Multiple Family Dwelling, 3 or more units	2.5	n/a	n/a	n/a	n/a	n/a	n/a	n/a

All other uses	n/a	1.0	0.2	n/a	0.3	0.3	0.3	1.0
Estate Zoning District								
Residential Uses	2.0	n/a	n/a	n/a	n/a	n/a	n/a	n/a
All other uses	n/a	1.0	n/a	n/a	0.3	0.3	0.3	0.3
Agricultural Zoning District								
Residential Uses	2.0	n/a	n/a	n/a	n/a	n/a	n/a	n/a
All other uses	n/a	1.0	n/a	n/a	0.3	0.3	0.3	1.0
Business Zoning Districts								
Business Uses	n/a	1.0	0.5	n/a	n/a	0.5	0.3	n/a
Office Uses	n/a	1.0	0.3	0.5	0.4	0.3	0.3	n/a
All other uses	n/a	1.0	0.3	n/a	0.3	0.3	0.3	1.0
Industrial Zoning Districts								
I-1, I-2, I-3	n/a	0.8	0.1	n/a	0.3	0.3	0.3	1.0
* Carry-Out Eating Establishments: One parking space for each 15 square feet of service area plus one space for each 3 dining chairs.								

5A-6-4 **Parking Design and Maintenance**

5A-6-4.1 **Size, Surfacing**

A required off-street parking space shall contain an area of not less than 171 square feet and have dimensions not less than 19 feet deep by nine feet wide, exclusive of all access drives, driving aisles, ramps or similar obstructions. At least 17 feet of the parking space depth must be paved pursuant to Section 4-2-4 of the Municipal Code. The remaining two feet of depth may be either paved or provided in the form of a seeded or sodded overhang.

5A-6-4.2 **Accessible Parking Spaces**

For any facility which provides off-street parking for employees and/or visitors, the facility must provide accessible parking for persons with disabilities. The minimum number of accessible parking spaces required shall be as follows:

Accessible Parking Space Requirements	
Total Number of Required Parking Spaces	Minimum Number of Accessible Parking Spaces
1 to 20	1
21 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 the total number
Over 1,000	20 plus 1 for each 100 over 1,000

All off-street parking spaces for persons with disabilities shall be at least 16 feet wide, including an eight-foot wide diagonally striped access aisle. Adjacent parking spaces for persons with disabilities shall not share a common access aisle. All access aisles shall blend to a common level with an accessible route. All parking stalls for persons with disabilities shall have a vertically installed sign in the front center of the parking space which complies with the Illinois Vehicle Code.

5A-6-4.3 Lighting

All open off-street parking areas, other than parking for single family homes, shall be lighted. Such lighting shall conform to the following standards:

1. Lighting fixtures shall be arranged to reflect light downward and away from residential properties with the light source not visible.
2. All electrical cable shall be placed underground and shall be installed in steel conduit (when under pavement) and buried a minimum depth of two feet.
3. All lighting system designs shall be approved by the Plan Commission.

5A-6-4.4 **Landscaping and Screening**

Except in R-1, R-2, R-3 and R-4 zoning districts, off-street parking facilities shall be screened on each side and rear lot by a fence or wall of planted shrubbery not less than six feet in height, plus a planted strip of shrubbery not less than four feet in width, or according to an alternate arrangement approved by the Plan Commission. Landscaping and ground cover of grass or shrubs shall be provided and maintained on a continuing basis within the planted strip.

5A-6-5 **Penalties** *2023-24-1022*

Any person violating any provision of Chapter 6 shall pay a fine of not less than twenty-five dollars (\$25) nor more than seventy-five dollars (\$75) for each day that a violation occurs.