
AGENDA ITEM SUMMARY

Subject: Consider First Reading of Ordinance 1151 amending Section 22 – Off-Street Loading and Parking of the Charles City Zoning Ordinance and setting the public hearing

Recommendation: Approve First Reading and consider Resolution No. 42-21 setting the date for the public hearing on Ordinance 1151

Background Summary:

Changes to the off-street parking paving requirements have been discussed over multiple meetings. Pavement design, materials, and other requirements were amended by Ordinance 1130 in June 2019 to make the off-street parking requirement less burdensome. This ordinance eliminated pavement thickness requirements and allowed the use of asphalt millings adjacent to local streets. The requirement for all areas to be paved remained in Section 22. Last year, the staff reviewed this requirement and reached a compromise between paving all areas and waiving the standard and allowing rock surfacing.

Attached is Ordinance 1151 to codify this compromise. Off-street parking areas will require portland cement concrete, hot mix asphalt, or permeable pavement, for a distance of 38 feet from the right-of-way line when parking areas are adjacent to the major streets. Beyond the 38 feet, the parking lot can be surfaced either with concrete, asphalt, permeable pavement, asphalt millings, or crushed rock. 38 feet is equivalent to two (2) 19-foot long car lengths. This dimension of pavement allows two (2) cars to queue at the property line on hard surface to minimize the potential of tracking rock on to the sidewalk and street pavements.

The Planning and Zoning Commission held a public hearing on the ordinance change on December 2, 2019. There were no comments received either for or against the proposed changes. The Commission approved a recommendation to the City Council to approve the ordinance amendment.

The Staff is asking the City Council to act on the first reading of the ordinance change and set April 5, 2021 at 6:00 pm as the date and time for a public hearing on the matter prior to the second reading of the amendment. The adopted ordinance amendment will be included in the new zoning ordinance re-write.

We recommend approval of both the first reading and Resolution Number 42-21.

ORDINANCE NO. 1151

AN ORDINANCE AMENDING SECTION XXII, OFF-STREET LOADING AND PARKING, OF THE CHARLES CITY ZONING ORDINANCE TO MODIFY THE DESIGN STANDARDS AND REQUIREMENTS FOR THE SURFACING OF OFF-STREET PARKING AREAS

BE IT ENACTED by the City Council of the City of Charles City, Iowa:

SECTION 1. Section Amended. The Zoning Ordinance of the City of Charles City, Iowa, Subsection 7 of Section XXIII F., DESIGN STANDARDS, is amended to read as follows:

7. All off-street parking areas shall conform to the following and be constructed in accordance with the Statewide Urban Design and Specifications (SUDAS):

a) All off-street parking areas adjacent to arterial and minor arterial streets, as defined by the Urban Federal Functional Classification Map of the Iowa Department of Transportation, shall be constructed and maintained as follows:

1) All off-street parking areas and associated driveways with access from a paved public street or alleyway shall be paved with Portland concrete (PCC) or hot-mix asphalt millings (HMA) extending the width of the off street parking area and/or the associated driveway for a distance of thirty-eight feet (38') from the public right-of-way, less any applicable set back area.

2) The remaining portions of such off-street parking area and associated driveways shall be paved with compact asphalt millings so as to provide for a dust-free surface.

3) No permit shall issue for resurfacing of off-street parking and associated driveways with access from a paved public street until a proposed parking lot layout has been submitted to and approved by the Zoning Administrator for the purpose of establishing compliance with this subsection. An illustration of a sample parking lot layout is set forth in ILLUSTRATIONS - ATTACHMENTS as Attachment G.

b) All off street parking areas which are not adjacent to arterial and minor arterial streets as defined herein shall be paved with compacted asphalt millings so as to provide for a dust free surface.

- c) All areas shall be graded and drained in order to collect and dispose of all surface water accumulation within the area so as to prevent storm water runoff to flow onto adjoining properties.
- d) Parking and loading areas shall be so arranged and marked as to provide for orderly and safe loading or unloading and parking and storage of self-propelled vehicles.
- e) Driveway approaches, sidewalk sections within the approach, and any other area within the City right-of-way shall be constructed using PCC in accordance with SUDAS Specifications. Driveways shall be paved using either PCC or HMA for a distance of six-feet (6') beyond the sidewalk section into the private property.

In those instances where the Building Official finds that paving cannot be completed due to adverse weather conditions, the Building Official may issue a temporary Certificate of Occupancy. The temporary Certificate of Occupancy shall be effective only to a specified date.

SECTION 2. Illustration Added. The Zoning Ordinance of the City of Charles City, Iowa, ILLUSTRATIONS, is amended by adding an ATTACHMENT G to "Illustrations", a copy of which Attachment G is attached hereto and by this reference made a part hereof.

SECTION 3. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. Severability. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 5. When Effective. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the City Council on this _____ day of _____, 2021.

Dean Andrews, Mayor

ATTEST:

Trudy O'Donnell, City Clerk

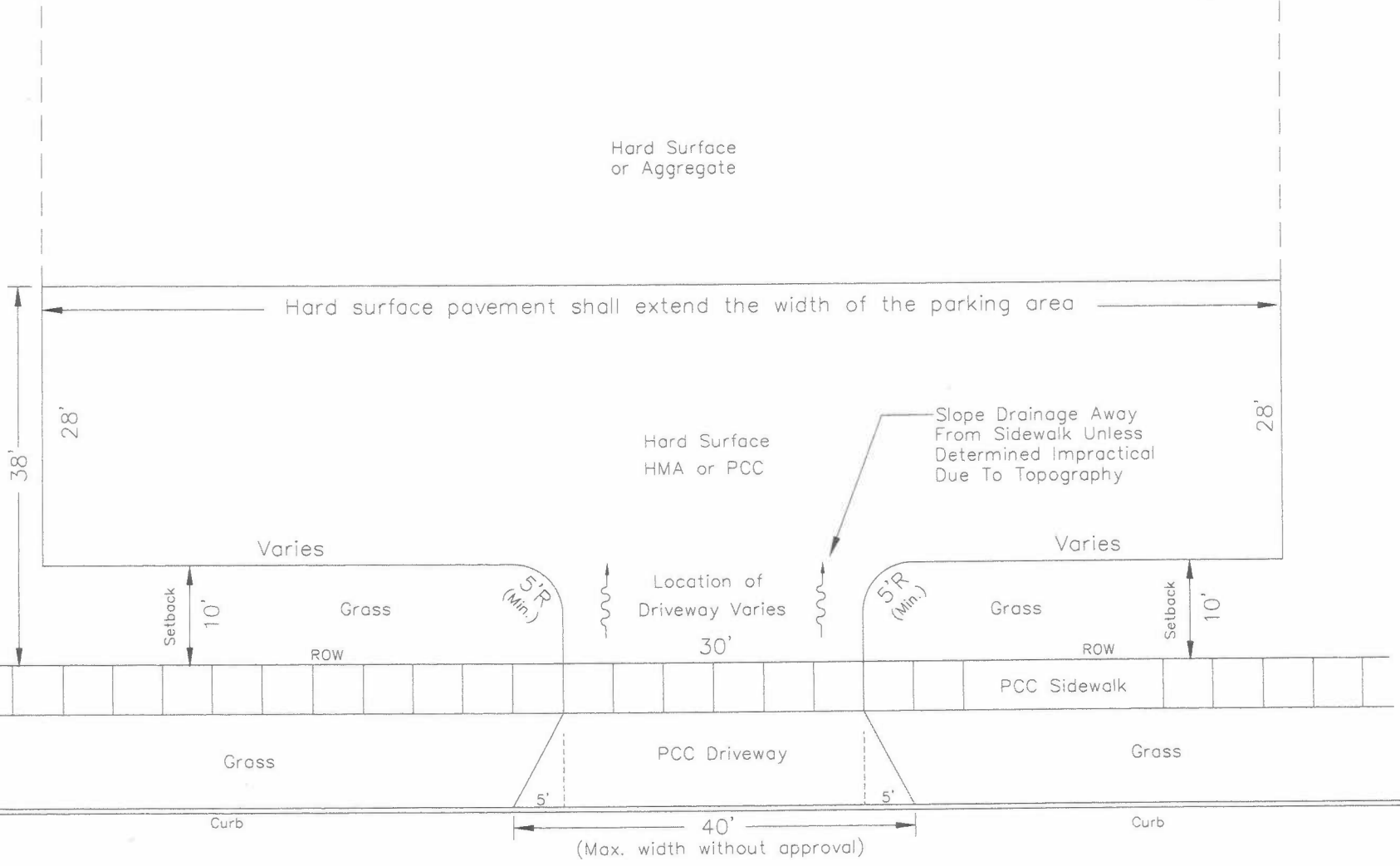
I certify that the foregoing was published as Ordinance No. _____ on the _____ day
of _____, 20____.

Trudy O'Donnell, City Clerk



Hard Surface
or Aggregate

Hard surface pavement shall extend the width of the parking area



Charles City, Iowa
Engineering Department
105 Milwaukee Mall
Charles City, Iowa 50616



NO.	DATE	REVISIONS	DESCRIPTION

PROPOSED MINIMUM
PARKING LOT PAVING REQUIREMENTS
NOVEMBER 2019
CHARLES CITY, IOWA

SCALE: AS SHOWN
SHEET

RESOLUTION NO. 42-21

**RESOLUTION DIRECTING THE CLERK TO PUBLISH NOTICE OF HEARING ON
ORDINANCE 1151 AMENDING SECTION XXII, OFF-STREET LOADING AND
PARKING, OF THE CHARLES CITY ZONING ORDINANCE TO MODIFY THE
DESIGN STANDARDS AND REQUIREMENTS FOR THE SURFACING OF OFF-
STREET PARKING AND LOADING AREAS**

WHEREAS, the City Council has caused to be prepared and filed with the City Clerk copies of Ordinance 1151 and,

WHEREAS, an official copy of this ordinance is now on file for public inspection in the office of the City Clerk of Charles City, Iowa,

NOW THEREFORE BE IT RESOLVED that a public hearing thereon will be held in the Council chambers on the 5th day of April, at 6:00 o'clock p.m., at which time and place the Council will consider arguments for or against the adoption of the proposed Ordinance 1151.

BE IT FURTHER RESOLVED that the Clerk be authorized and directed to cause to be published notice of such hearing one time not less than seven (7) days nor more than twenty (20) days prior to the date herein established for hearing as by law provided.

Passed and approved this 15th day of March, 2021.

Dean Andrews, Mayor

ATTEST: _____
Trudy O'Donnell, City Clerk