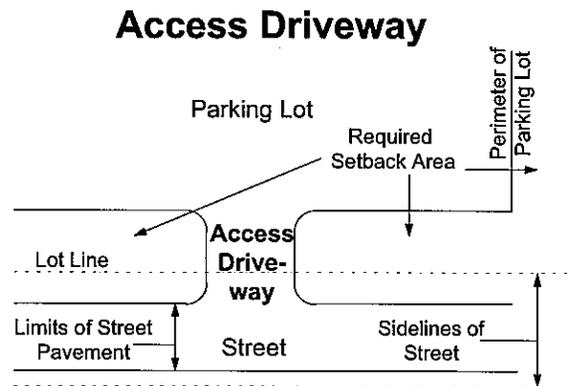


## SECTION 6. PARKING STANDARDS

**NOTE:** Under Section 10.4.4 the Board of Selectmen may, under limited circumstances, increase the requirements of this Section or grant relief from the requirements of this Section. The reader is advised to consult Section 10.4.4 to determine whether increased parking requirements may be imposed or to determine the circumstances under which relief may be available.

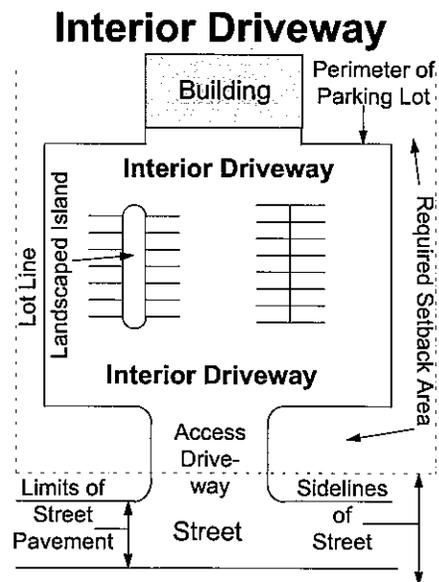
**6.1 Definitions** – For the purposes of this Section, the following terms shall have the following meaning:

**6.1.1 ACCESS Driveway** – The travel lane that allows motor vehicles ingress from the STREET and egress from the site and includes the area between the edge of STREET pavement to the area within the LOT where the ACCESS driveway is no longer within the minimum parking area setback required under Section 6.7.2.

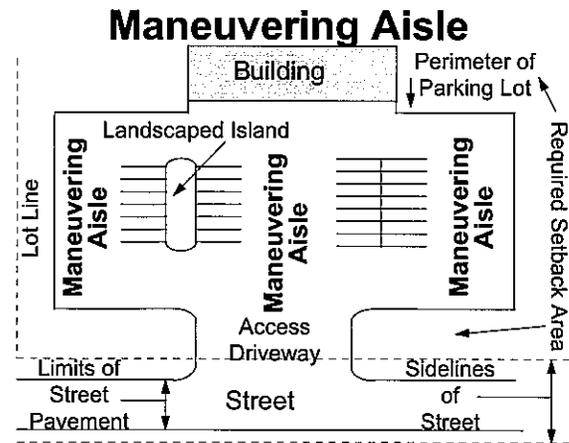


**6.1.2 BUILDING Service Area** – A room or rooms in a BUILDING used to house electrical or mechanical equipment necessary to provide central utility service to the BUILDING, such as a boiler room.

**6.1.3 Interior Driveway** – A travel lane located within the LOT which is not used to directly enter or leave parking spaces. An interior driveway shall not include any part of the ACCESS driveway.



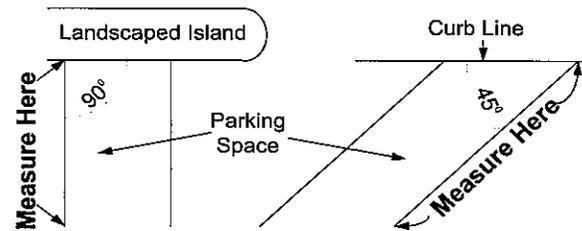
- 6.1.4 Maneuvering Aisle – A travel lane located within the perimeter of a parking lot by which motor vehicles directly enter and leave parking spaces.



- 6.1.5 NET FLOOR AREA – As defined in Section 1.3.7 FLOOR AREA, NET of the Acton Zoning Bylaw.

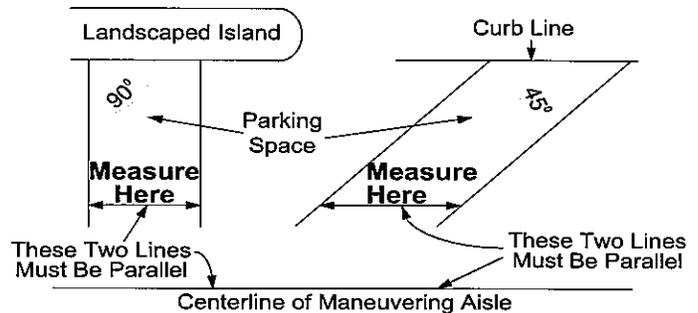
- 6.1.6 Parking Stall Length of Line – The longitudinal dimension of the stall measured parallel to the angle of parking.

### Parking Stall Length of Line



- 6.1.7 Width of Parking Stall – The linear dimension measured across the stall and parallel to the maneuvering aisle.

### Width of Parking Stall



- 6.2 **General Provisions** – All required parking shall be located on the same LOT as the USE it serves except within a MAJOR AFFORDABLE Housing Development (Section 4.4) and a PCRC (Section 9) where required parking may be provided in a flexible configuration within the TRACT OF LAND comprising the development, and except as provided in Section 6.9. Parking facilities shall also comply with the requirements of the Massachusetts Architectural Access Board.

- 6.2.1 Change of USE – The USE of any land or STRUCTURE shall not be changed from a USE described in one Section of the Schedule of Parking USES to a USE in another Section of the Schedule nor shall any NET FLOOR AREA of a BUILDING be increased

in any manner unless the number of parking spaces required for the new USE are provided.

- 6.2.2 Undetermined USES – Where the USE of a BUILDING or BUILDINGS has not been determined at the time of application for a building permit or special permit, the parking requirements applicable to the most intensive USE allowed in the district where such undetermined USE is to be located shall apply provided, however, that the number of parking spaces actually built need not exceed the number required by the actual USE or USES of the BUILDING.
- 6.2.3 Relief from Parking Regulations by Special Permit from the Board of Selectmen – Relief from the parking regulations may be granted by special permit from the Board of Selectmen where the Board finds that it is not practicable to provide the number of parking spaces required, and either 1) in the case of a change from a nonconforming USE to a conforming USE, that the benefits of a change to a conforming USE outweigh the lack of parking spaces, or 2) in the case of a change from one conforming USE to another conforming USE, that the lack of parking spaces will not create undue congestion or traffic hazards on or off the site; provided that in either case the Board of Selectmen shall require the maximum practicable number of parking spaces. This Section shall not be construed to provide relief from the requirements of Section 5.4.6.2.

**6.3 Minimum Parking Space Requirements by USE**

6.3.1 Schedule

6.3.1.1	Dwelling	Two spaces for each DWELLING UNIT, except for an Apartment as defined in Section 3.3.2.
6.3.1.2	Home Occupation	Three spaces and where non-residents are employed or where retail sales are conducted the Board of Appeals shall have the authority under Section 3.8.1.2 to require the number of parking spaces which it deems to be adequate and reasonable.
6.3.1.3	Educational (not including auditorium)	One space for each employee plus one space for each classroom plus one space for each four students above grade ten.
6.3.1.4	Nursing Home, Assisted Living Residence, or Full Service Retirement Community	Two spaces for each DWELLING UNIT that is designed for independent living; plus one space for each additional three beds.
6.3.1.5	Child Care Facility (1)	One space per ten (10) children of rated capacity of the child care facility plus one space for each staff person on the largest shift.
6.3.1.6	Retail Stores and Services not listed below; Repair Shop, Technical Shop, Studio; Restaurants without seating	One space for each 300 square feet of NET FLOOR AREA.
6.3.1.7	Bank; Credit Union; Convenience Store; Shopping Center with two or more Retail Stores	Three spaces per 1000 s.f. of NET FLOOR AREA.
6.3.1.8	Furniture Store	One space per 600 s.f. of NET FLOOR AREA.
6.3.1.9	Office	One space for each 250 square feet of NET FLOOR AREA.

6.3.1 Schedule (continued)

6.3.1.10	Restaurant (not otherwise listed); Funeral Home; Religious; Lodge or Club; Other Place of Assembly	One space for each three seats.
6.3.1.11	Fast Food Restaurants with seating but no table service	One space per 100 s.f. of NET FLOOR AREA.
6.3.1.12	Hotel, Motel, Inn, Conference Center	One space for each bedroom, plus one space per 4 persons of rated capacity of conference rooms, banquet halls, restaurants, and other adjunct facilities.
6.3.1.13	Building Trade Shop	One Space for each 1000 s.f. of NET FLOOR AREA or one space per employee on the largest shift, whichever is greater.
6.3.1.14	Commercial Recreation; Commercial Entertainment; Auditorium	One space per four seats or one space per 200 s.f. of NET FLOOR AREA or one space per 4 persons of rated capacity, whichever is greater.
6.3.1.15	Vehicle Service Station; Vehicle Repair; Vehicle Body Shop	Two spaces plus three spaces for each service bay.
6.3.1.16	Industrial	One space for each 2,000 s.f. of NET FLOOR AREA for the first 20,000. s.f. plus one space for each additional 10,000 s.f. of NET FLOOR AREA, or one space for each employee on the largest shift, whichever is greater.
6.3.1.17	Golf Courses	Ten spaces per hole, plus one space per employee on the largest shift, plus one space per 3 persons of the capacity of all other accessory indoor and outdoor facilities as determined by the Special Permit Granting Authority.

(1) The number of parking spaces for a Child Care Facility in a Residential Zoning District shall not exceed the minimum requirement.

6.3.2 Parking for Persons with Disabilities – Parking spaces for persons with disabilities as required by the Massachusetts Architectural Access Board shall be provided as part of the spaces required under Section 6.3.1.

6.3.3 Comparable USES – Where a USE is not specifically included in Section 6.3.1, it is intended that the requirements for the most nearly comparable USE specified shall apply.

6.3.4 Mixed USES – For mixed USES the total number of required parking spaces shall be the sum of parking spaces required for each individual USE as listed in Section 6.3.1, except where it can be demonstrated that the parking need for the USES occurs at different times.

6.3.5 Car/Van Pools – In conjunction with a Site Plan Special Permit (Section 10.4), the Special Permit Granting Authority may authorize a reduction in the number of required parking spaces provided that an effective employee car pool/van pool program will be implemented and car pool/van pool spaces are designated.

6.3.6 Reserve Parking – In conjunction with a Site Plan Special Permit, the Special Permit Granting Authority may authorize the set-aside of part of the required number of parking spaces as "reserve parking". See Section 10.4.4 for details.

**6.4 Loading Areas** – Except in the WAV and SAV Districts, one or more off-STREET loading areas shall be provided for any business that may be regularly serviced by

tractor-trailer trucks or other similar delivery vehicles, so that adequate areas shall be provided to accommodate all delivery vehicles expected at the premises at any one time. Loading areas shall be located at either the side or rear of each BUILDING and shall be designed to avoid traffic conflicts with vehicles using the site or vehicles using adjacent sites.

**6.5 Standard Parking Dimensional Regulations** – Off-STREET parking facilities shall be laid out and striped in compliance with the following minimum provisions:

Angle of Parking *(in degrees)	Width of Parking Stall	Parking Stall Length of Line	Width of Maneuvering Aisle
<b>90*(two-way)</b>	9.0'	18.5'	24'
<b>60*(one-way)</b>	10.4'	22'	18'
<b>45*(one-way)</b>	12.7'	25'	14'
<b>Parallel (one-way)</b>	8.0'	22'	14'
<b>Parallel (two-way)</b>	8.0'	22'	18'

**6.6 Small Car Stalls** – In parking facilities containing more than 40 parking stalls, 30 percent of such parking stalls may be for small car use, except for retail store, personal service facility, general services or restaurant USES. Such small car stalls shall be grouped in one or more contiguous areas and shall be identified by a sign(s).

Angle of Parking *(in degrees)	Width of Parking Stall	Parking Stall Length of Line	Width of Maneuvering Aisle
<b>90*(two-way)</b>	8.5'	15'	24'
<b>60*(one-way)</b>	9.8'	18.5'	18'
<b>45*(one-way)</b>	12.0'	21.5'	14'
<b>Parallel (one-way)</b>	8.0'	18'	14'
<b>Parallel (two-way)</b>	8.0'	18'	18'

**6.6.1 Small Car Parking Dimensional Regulations** – Off-STREET small car parking facilities shall be laid out and striped in compliance with the following minimum provisions:

**6.7 Parking Lot Design Requirements** – All parking lots shall be designed in compliance with the following design standards, except as provided in Section 6.9. In addition, the following standards shall not apply to parking lots serving a single to four-FAMILY residential USE, an Assisted Living Residence with 10 or less residents, a religious USE, a Conservation USE, and a Municipal outdoor recreation USE.

Required parking spaces, loading areas and driveways shall be provided and maintained with suitable grading, paved surfaces and adequate drainage. Any parking lot containing five (5) or more parking spaces shall include landscaping as required below which is, in the opinion of the Special Permit Granting Authority (if the parking area is related to a permitted USE for which a site plan or other special permit is required) or the Zoning Enforcement Officer (for other parking areas), located and designed to enhance the visual appearance of the parking or loading facility, to ensure traffic safety, and to minimize the adverse effects of the parking or loading facility on the natural environment.

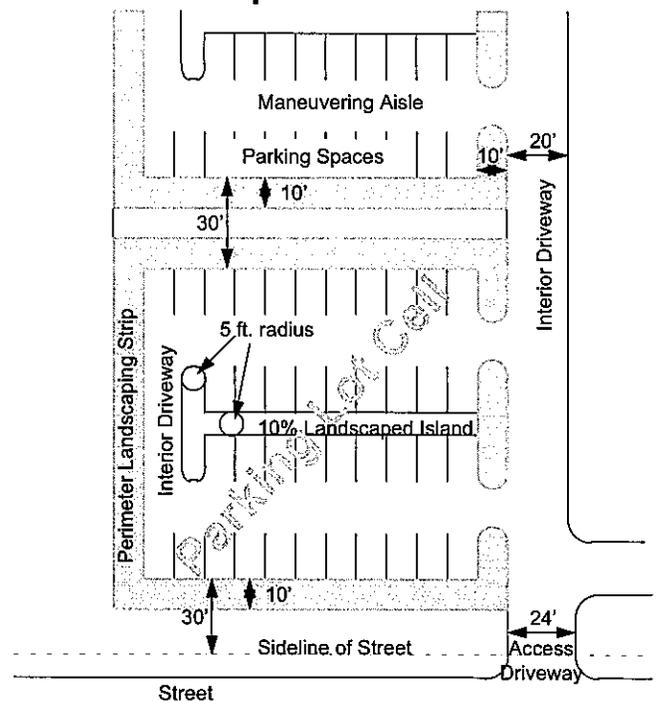
- 6.7.1 Cells – Parking requirements shall be met by utilization of parking lot cells having a maximum of forty (40) parking spaces per parking lot cell. There shall be a minimum separation distance of thirty (30) feet between parking lot cells.
- 6.7.2 Set-Backs – Except as may be required elsewhere in this Bylaw, no parking space or other paved surface, other than ACCESS driveways, common driveways or walkways, shall be located within 30 feet of the front LOT line and within 10 feet of the side and rear LOT lines, and notwithstanding the foregoing, no parking space or other paved surface, other than ACCESS driveways, common driveways or walkways, shall be located within the limits of a landscaped buffer area required under Section 10.4.3.5. and Section 10.4.3.6.
- 6.7.3 ACCESS Driveways – Each LOT may have one ACCESS driveway through its FRONTAGE which shall be 24 feet wide, unless, in the opinion of the Special Permit Granting Authority (if the parking area is related to a permitted USE for which a site plan or other special permit is required) or the Zoning Enforcement Officer (for other parking areas), a wider and/or greater number of ACCESS driveways is necessary to provide adequate area for safe vehicular turning movements and circulation. An ACCESS driveway for one-way traffic only may be a minimum of 14 feet wide. There shall be no more than one additional ACCESS driveway for each 200 feet of FRONTAGE and all such additional ACCESS driveway(s) shall be at least 200 feet apart on the LOT measured from the centerline of each ACCESS driveway. No driveway for a nonresidential PRINCIPAL USE shall cross land in a residential zoning district in which the PRINCIPAL USE is not allowed.

- 6.7.4 Interior Driveways – Interior driveways shall be at least 20 feet wide for two-way traffic and 14 feet for one-way traffic.
- 6.7.5 Notwithstanding the requirements for ACCESS driveways and interior driveways set forth above, ACCESS and interior driveways in the Village Residential District shall be at least 12 feet wide.

- 6.7.6 Perimeter Landscaping Requirements – All parking lots/cells with more than five (5) spaces and all loading areas shall be bordered on all sides with a minimum of a ten (10) foot wide buffer strip on which shall be located and maintained appropriate landscaping of suitable type, density and height to effectively screen the parking area. The perimeter landscaping requirements shall be in addition to any minimum OPEN SPACE or landscaped buffer area required elsewhere in this Bylaw.

However, where the minimum required front, side or rear yard is less than forty (40) feet, the landscaped buffer areas required in Section 10.4.3.6 and the areas required for perimeter landscaping may overlap. In such instances, the landscaping requirements of Sections 10.4.3.6 and 6.7.8 shall be applied in a manner that will, in the opinion of the

## Example for Parking Lot Design Requirements



Special Permit Granting Authority (if the parking area is related to a permitted USE for which a site plan or other special permit is required) or the Zoning Enforcement Officer (for other parking areas), provide a landscaped buffer as effective as it would be achieved through the separate implementation of the requirements of Sections 10.4.3.6 and 6.7.8.

- 6.7.7 Interior Area Landscaping Requirements – A minimum of ten percent (10%) of the interior area, exclusive of perimeter landscaping, of a parking lot cell containing more than twenty-five (25) parking spaces must be planted as landscaped island areas. The landscaped islands shall be so located that some portion of every parking space is not more than forty-five (45) feet from either a landscaped island or the perimeter planting area. Landscaped islands shall be dimensioned so that a circle with a minimum radius of 5 feet can be placed at each location within the island except that within the immediate vicinity of driveway or maneuvering aisle roundings and intersections the radius may be reduced to two feet. Curbing, at least five (5) inches in height, shall surround each landscaped island as protection from vehicles. The interior area landscaping requirements shall be in addition to any minimum OPEN SPACE required elsewhere in this Bylaw.
- 6.7.8 Plantings for Perimeter and Interior Area Landscaping Requirements Shall Consist of:
- 6.7.8.1 At least one shrub per thirty (30) square feet and one shade tree per two hundred (200) square feet of landscaped area shall be provided, unless the Special Permit Granting Authority (if the parking area is related to a permitted USE for which a site plan or other special permit is required) or the Zoning Enforcement Officer (for other parking areas) or their designee, determine that there exists sufficient existing vegetation to allow for a different amount of new landscaping.
- 6.7.8.2 Shade trees shall be of a species tolerant to the climatic conditions of Acton and of parking area conditions, and be at least one and three-quarter (1 3/4) inch caliper (measured four feet above grade level).
- 6.7.8.3 Shrubs shall be a mix of deciduous and evergreen varieties, tolerant to the climatic conditions of Acton, and be at least eighteen (18) inches in height at time of planting. Snow storage areas shall be planted with shrubs that are tolerant to weight and extended duration of snow cover.
- 6.7.8.4 The remainder of the landscaped areas shall be planted with ground surface cover, such as lawn grass or live ground cover, over at least four (4) inches of topsoil, unless the Special Permit Granting Authority (if the parking area is related to a permitted USE for which a site plan or other special permit is required) or the Zoning Enforcement Officer (for other parking areas) or their designee, determine that another type of ground surface cover is appropriate for a specific purpose or location.
- 6.7.8.5 Wherever possible, the above requirements shall be met by retention of existing vegetation.
- 6.7.8.6 Planting shall be done in accordance with proper landscaping practices.
- 6.7.8.7 Trees, shrubs, grass and ground cover which die or become diseased shall be replaced.
- 6.7.8.8 Final locations of all plantings shall be inspected and approved by the Special Permit Granting Authority (if the parking area is related to a permitted USE for which a site plan or other special permit is required) or the Zoning Enforcement Officer (for other parking

areas) or their designee, including the viability of existing vegetation retained after development and any necessary replacements thereof.

- 6.7.9 Flexible Parking Lot Design Requirements – A Special Permit or Site Plan Special Permit Granting Authority having jurisdiction, or the Zoning Enforcement Officer in cases where no special permit or site plan special permit is required, may as an alternative to strict conformance with the requirements of Sections 6.7.1, 6.7.2, 6.7.5 thru 6.7.8, and 10.4.3.6 of this Bylaw, including their subsections, and subject to the following requirements, conditions, and findings, approve a Flexible Parking Plan as follows:
- 6.7.9.1 The special permit or site plan special permit application shall contain a Parking Proof Plan, prepared and stamped by a Registered Professional Engineer, drawn to sufficient detail to demonstrate compliance with all applicable local, State, and Federal laws and regulations, including this Bylaw without the benefit of this Section 6.7.9. The Parking Proof Plan shall show the number of proposed parking spaces and identify the total area of impervious paved surface, parking lot landscaping, and OPEN SPACE on the LOT.
- 6.7.9.2 The special permit or site plan special permit application shall contain a Flexible Parking Plan, prepared and stamped by a Registered Professional Engineer, showing the same number of parking spaces as on the Parking Proof Plan and a parking lot layout that differs in whole or in part from the requirements of Sections 6.7.1, 6.7.2, 6.7.5 thru 6.7.8, and 10.4.3.6. The Flexible Parking Plan shall include sufficient detail, including drainage system details, to demonstrate compliance with all other applicable local, State, and Federal laws and regulations, and it shall identify the total area of impervious paved surface, parking lot landscaping, and OPEN SPACE on the LOT. The Flexible Parking Plan shall be submitted with a list of waivers from the stated sections of this Bylaw and supporting materials detailing why the Flexible Parking Plan is more advantageous for the site; better protects the neighbors including abutting residential properties; is more conservative in its use of natural resources; and/or overall would be in the better interest of the Town of Acton as compared to the Parking Proof Plan.
- 6.7.9.3 In cases where a special permit or site plan special permit is not required, the Parking Proof Plan and Flexible Parking Plan shall be submitted to the Zoning Enforcement Officer.
- 6.7.9.4 The Flexible Parking Plan shall comply with the following minimum standards:
- a) Except for ACCESS driveways, common driveways, or walkways, all parking spaces and paved surfaces shall be set back a minimum of ten feet from any LOT line.
  - b) The landscaping of the parking lots shall as a minimum comply with Section 6.9.4.7 including subsections a) through e).
- 6.7.9.5 The Special Permit or Site Plan Special Permit Granting Authority, or the Zoning Enforcement Officer where no special permit or site plan special permit is required, may at their sole discretion approve the Flexible Parking Plan if the Board or the Zoning Enforcement Officer as applicable finds and determines that the Parking Proof Plan conforms to the provisions of this Bylaw; and that the Flexible Parking Plan conforms to Section 6.7 except as waived under this subsection 6.7.9, is more advantageous for the site, is more conservative in its use of natural resources, and overall would be in the better interest of the Town of Acton as compared to the Parking Proof Plan.
- 6.8 Structured Parking** – Except in the KC, WAV and SAV Districts, the accommodation of required off-STREET parking spaces in a garage, deck or other STRUCTURE shall